

INSTRUCTIONS FOR OPENING GUARDIANSHIPS FOR MINOR

INITIAL OPENING \$175.00 FILING FEE

- (PC651) Petition for Appointment of Guardian of Minor
- (PC670) Minor Guardianship Social History
- (DHS-1929) Central Registry Clearance Request – Complete and deliver to Clinton County DHS office (one for each guardian)
- Guardian Proof of Identity – Complete and provide a copy of driver’s license (one for each guardian)
- (PC563) Publication of Notice of Hearing & (PC617) Declaration of Intent to Give Notice by Publication – *Only needed if last known address of interested parties (parents) is unknown.*

Once you file your petition for guardianship, a Lawyer-Guardian Ad Litem will be appointed to visit the proposed ward, conduct a home visit with the proposed guardian, draft a report and make recommendations to the judge.

AFTER HEARING

- (PC571) Acceptance of Appointment – court will provide
- Notice of Duties for Guardianship of Minor – court will provide
- (PC633) Letters of Guardianship - **\$12 for each certified copy**
- (PC653) Order Regarding Appointment of Guardian of a Minor

DURING ADMINISTRATION

- (PC654) Annual Report of Guardian On Condition Of Minor
- (PC564) Proof of Service

Please note that Clinton County Probate Court is prohibited by law from giving legal advice on any of the above proceedings other than to answer your specific questions regarding filing requirements. You should consult with an attorney if you have specific legal questions regarding which method of administration to use given your specific circumstances. MCL 700.1211.

Most of the forms can be printed off at the State Website: • <http://courts.michigan.gov> (Michigan One Court of Justice), click “Court Forms”, “Search for a Form Number”, type in form # (i.e., PC 634), and hit Enter.

Some forms may or may not be needed depending on the facts
(989) 224-5190