TEMPORARY CONSERVATORSHIP CHART

You have an emergency situation and need an immediate order from the court to care for another adult or a married/divorced minor who cannot care for him/herself (Conservatee)

Complete all forms for both a Permanent Conservatorship and Temporary Conservatorship **You must explain in your paperwork why there is a need for an emergency hearing.**

General Conservatorship Forms:

- Petition for Appointment of Probate Conservator GC-310
- Attachment re: Special Orders regarding Dementia GC-313
-Capacity Declaration GC-335; 335(a) – must be completed prior to court date
-Confidential Supplemental Information GC-312
- Confidential Conservator Screening Form GC-314
-Dec. Re: Conservatorship Trust Accounts RI-P27
-Probate Investigators Referral Report, (Local Form RI-P016)
-Record Check Request (Local Form RI-P26)
-Duties of Conservator GC-348
-Citation for Conservatorship and Proof of Service GC-320
-Order Appointing Probate Conservator GC-340
-Letters of Conservatorship GC-350
-Notice of Hearing GC-020

Temporary Conservatorship Forms

- Petition for Appointment of Temporary Conservator GC-111
- Order Appointing Temporary Conservator GC-141
- Letters of Temporary Conservatorship GC-150
- Notice of hearing GC-020
- Proof of Personal Service of Notice of Hearing GC-020(p)

Once forms are complete, file them in the Clerk's Office. There will be filing fees as follows:

- $410.00 Petition
- $40.00 Temp. Pet.
- $40.00 Ex-parte (optional)

Total: $490.00

(You can file a Request to Waive Court Fees if you cannot afford the filing fees.)

Based on the reasons stated in your Petition, the court will schedule a hearing within 5-7 court days. It is discretionary upon the court to grant or deny your request for Temporary Conservatorship. If an earlier court date is required, you must also file form GC-112, Ex-Parte Application for Good Cause Exception, GC-112(A-1), Declaration in Support of Ex-Parte Application & GC-115, Order on Ex-Parte Application

YOU MUST GIVE NOTICE (Important!)

You must have the proposed Conservatee **personally served** 5 court days before the hearing date with the Notice of Hearing, GC-020, and a copy of the Petition for Appointment of Temporary Conservator GC-111. You cannot serve the documents yourself. You must have someone 18 years of age or older serve the documents for you. The server must complete, and file the Proof of Personal Service of Notice of Hearing GC-020-(p) which is attached to the Notice of Hearing, GC-020.

You must have served **by mail,** the Conservatee's 1st degree relatives (spouse or registered domestic partner) and 2nd degree relatives (his or her parents, grandparents, children, grandchildren, and brothers and sisters) 5 court days before the hearing date and complete and file the Proof of Service by Mail on pg. 2 of the Notice of Hearing, GC-020.

You must also give 24 Hour verbal Notice regarding the hearing for the Temporary Conservatorship to the following people: The proposed Conservatee & all persons required to receive notice by mail. After contacting the required people, the server who gave the verbal notice must complete local form, Declaration re: 24-hour Telephonic Notice of Temporary Conservatorship and file this form with the court.

FINALLY…

Attend Your Hearing

Show up on the date of your scheduled hearing. The Judge will either grant or deny your request for Temporary Conservatorship. If your Order was prepared ahead of time, the Judge may sign the Order and give it to you. You can then take the Order and Letters down to the Clerk's office to file. The Clerk will then Issue the Letters of Temporary Conservatorship.