

GENERAL PROBATE CONSERVATORSHIP DIAGRAM

For any adult who is unable to provide for his/her personal needs or unable to manage his/her finances, resist fraud or undue influence due to physical injury, dementia, or other reasons.	
Conservatorship of the Person Appointed to handle the conservatee's care, needs, living arrangements, etc.	Conservatorship of the Estate Appointed to handle the money and property of the conservatee

You can be appointed both Conservator of the Person and the Estate

Allow 6 to 8 Weeks for Hearing (will be set by Clerk) Submit for Filing: Original and at least 2 copies (Clerk will retain original and return file stamped copies) A copy of all documents during conservatorship proceedings must be provided the Court Investigator in Room 101 of the Courthouse <u>To Begin Proceedings (additional documents may be required)</u> Notice of Hearing Petition for Appointment of Probate Conservator Confidential Supplemental Information Confidential Conservator Screening Form Order Appointing Court Investigator Capacity Declaration Duties of Conservator <u>Before Hearing</u> Citation for Conservatorship Order Appointing Probate Conservator Letters of Conservatorship

Giving Notice: You must arrange for someone other than yourself, 18 years of age or older, to serve documents and complete appropriate proofs of service.

PERSON

ESTATE

Serve at Least 15 Days Prior to Hearing <u>To Proposed Conservatee</u> Petition for Appointment of Probate Conservator Citation for Conservatorship <u>To All First and Second Degree Relatives</u> Petition for Appointment of Probate Conservator Notice of Hearing	Serve at Least 15 Days Prior to Hearing <u>To Proposed Conservatee</u> Petition for Appointment of Probate Conservator Citation for Conservatorship <u>To All First and Second Degree Relatives</u> Petition for Appointment of Probate Conservator Notice of Hearing
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File at Least 15 Days Prior to Hearing Citation with completed Proof of Service on Page 2 Notice of Hearing attachment of GC-020(MA OR GC-020(P))	File at Least 15 Days Prior to Hearing Citation with completed Proof of Service on Page 2 Notice of Hearing attachment of GC-020 (MA OR GC-020(P)) You may be required to obtain a Bond
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Within 30 Days After Appointment Serve Notice of Conservatee's Rights on Conservatee File Proof of Service	Within 30 Days After Appointment Serve Notice of Conservatee's Rights on Conservatee File Proof of Service
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Within 60 Days After Appointment File Determination of Conservatee's Appropriate Level of Care	Within 60 Days After Appointment File Determination of Conservatee's Appropriate Level of Care
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Within 90 Days After Appointment File and Serve Inventory & Appraisal File Notice of Filing Inventory & Appraisal
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1 Year After Appointment File Accounting (Every Two Years Thereafter)
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