

**GEAUGA COUNTY PROBATE COURT
JUDGE TIMOTHY J. GRENDALL**

CHECKLIST - EMERGENCY GUARDIANSHIP

These instructions are provided as a public service of the Geauga County Probate Court, are intended as a guideline only, and are not legal advice. Depending on the circumstances of each case, additional steps may be required that are not listed below. The clerks are not attorneys and therefore cannot answer legal questions or assist you in completing the forms or deciding which forms apply to your situation. The documents that you file must be typewritten, legible, and completed in their entirety. The clerks may refuse for filing illegible or incomplete documents. The Court recommends that you obtain legal advice from your attorney or obtain assistance from the Court's Help Center before preparing and filing any forms. You may make an appointment with the Help Center by calling 440-279-1834. If you decide to proceed without assistance from your attorney or from the Court's Help Center, then you should read the following Probate Information Sheets before taking any action:

- Guardianship - Incompetent Adult
- See Geauga Probate Local Rule 66.2
- See Supreme Court of Ohio Probate BenchCards – Emergency Guardianship

Filing Requirements

1. **Identification** - [if applicant is not represented by an attorney - see Geauga Local Rule 78.10] (1) a government-issued photographic identification (e.g. a current driver's license or passport), and (2) evidence of current mailing address (e.g. recent utility bill, bank statement account, property tax bill, voter registration card).
2. **Form 17.0E Application for Appointment of Emergency Guardian of Alleged Incompetent** (be sure to complete and file the attached "Affidavit in Support of Motion of Emergency Guardianship"). See Geauga Probate Local Rule 66.2(C).
3. **Form 15.0 Next of Kin of Proposed Ward**
4. **Form 17.1 Statement of Expert Evaluation** – must be completed by a licensed physician or a clinical psychologist – See Sup. R. 66(A)
5. **Form 17.1A Supplement for Emergency Guardian of Person**
6. **Form 15.2 Fiduciary Acceptance Guardian**
7. **Form GC PF 15.17 - "Adult Jurisdiction Affidavit"**
8. **Form GC PF 15.14 - "Affidavit of Indigency,"** if applicable.
9. **Court Cost Deposit** - arrange for payment of court cost deposit. See the "Probate Court Costs" on the Court's website.

Additional Notes

- Personal Identifiers See Geauga Local Rule 57.2(C). Do not insert protected personal identifiers into a court document. If ordered by the Court, prepare and file form GC PF 45.0 - Confidential Disclosure of Personal Identifiers.
- Affidavit in Support of Motion of Emergency Guardianship. The person who signs the Affidavit in Support of Motion of Emergency Guardianship should be the person that files the Form 17.0E Application for Appointment of Emergency Guardian of Alleged Incompetent. The judge or magistrate may want to interview the affiant before issuing the appropriate court order.