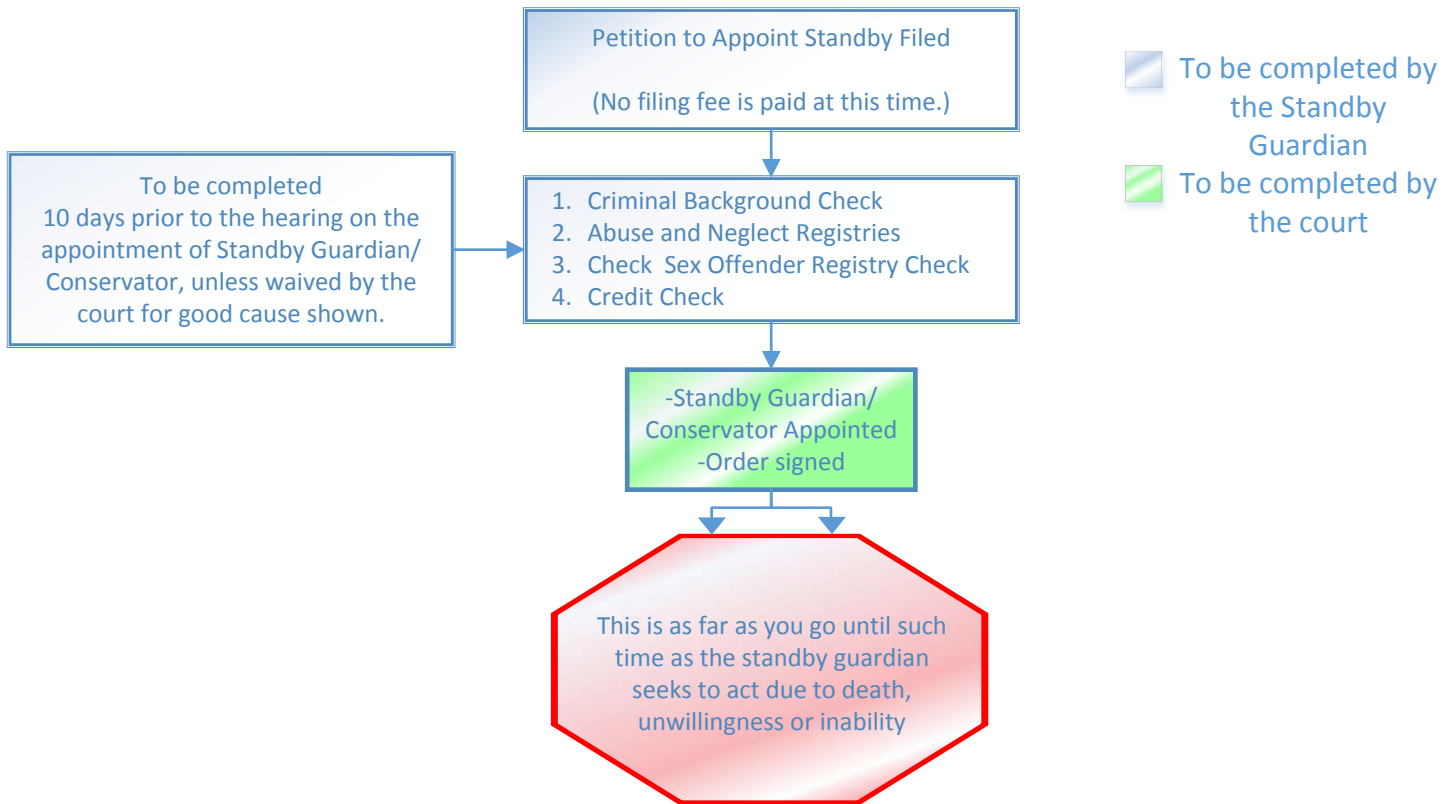


STANDBY GUARDIAN FLOWCHART



Within 10 days of any of the events causing the guardian to be removed, file the **Assumption of Guardianship Authority by Standby Guardian and Acceptance** form.

- The filing fee will be paid at this time.

After filing the Assumption of Guardianship Authority by Standby Guardian and Acceptance, file:

- Certificate of mailing the Notification form, the Acceptance and Notice of Right to Object
- Complete all background checks again unless waived.

Within 30 days of filing the Assumption of Guardianship Authority by Standby Guardian and Acceptance, file:

- General Information form
- Address Information form
- Personal and Financial Information form
- Inventory, Affidavit of Due Diligence and Certificate of Mailing such along with Notice of Right to Object.

-The court shall review the inventory and checks and determine if a bond is necessary and shall so indicate in an order.
-The Letters shall be issued after bond is posted if required.
-The court may in its discretion set the matter for hearing.

Within 30 days after receiving the Letters

File a financial Institution Receipt of Letters form

Within 90 days after receiving the Letters

Complete Training and file certificate with the court.

File your Annual Reports as directed. You will receive a notice from the court 45 days before they are due.