

# **Guardian Advocacy Forms**

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\*These documents are located on the Sixth Judicial Circuit Website ([www.jud6.org](http://www.jud6.org))

under Guardianship Information / Forms.

FORM A

IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT  
FOR PINELLA COUNTY, FLORIDA  
Probate Division

IN RE: GUARDIAN ADVOCACY OF \_\_\_\_\_

CASE NO.: \_\_\_\_\_

\_\_\_\_\_ /  
A Person with a Developmental Disability,  
\_\_\_\_\_ /

SECTION: \_\_\_\_\_

PETITION FOR APPOINTMENT OF GUARDIAN/CO-GUARDIAN ADVOCATE(S)

Petitioner(s), allege:

1. Petitioner \_\_\_\_\_'s  
 First Name Middle Name Last Name

Residence is \_\_\_\_\_ and

Mailing address is \_\_\_\_\_ and

Email Address is: \_\_\_\_\_

2. (If Co-Guardian Advocacy/Co Guardian is sought, list 2<sup>nd</sup> Petitioner here. If none, write "none")

Petitioner \_\_\_\_\_'s  
 First Name Middle Name Last Name

Residence is \_\_\_\_\_ and

Mailing address is \_\_\_\_\_ and

Email Address is: \_\_\_\_\_

3. Petitioner's date of birth is \_\_\_\_\_ and is an adult, age \_\_\_\_\_. Petitioner's relationship to \_\_\_\_\_, the person with a developmental disability/alleged incapacitated person (hereinafter the "Ward") is \_\_\_\_\_.

4. (If Co-Guardian Advocate/Co-Guardian, list 2<sup>nd</sup> Petitioner here. If none, write "none")

Petitioner's date of birth is \_\_\_\_\_ and is an adult, age \_\_\_\_\_. Petitioner's relationship to the Ward is \_\_\_\_\_.

5. (Ward's full name) \_\_\_\_\_ is a person with a developmental disability, who was born on \_\_\_\_\_, and who is \_\_\_\_\_ Years of age. The Ward's primary spoken language is \_\_\_\_\_ and the last four digits of the Ward's Social Security number is XXX-XX-\_\_\_\_\_

The Ward resides in \_\_\_\_\_ County, Florida, and his/her residential address is: \_\_\_\_\_ and his/her mailing address is: \_\_\_\_\_.

6. The Ward's next of kin is/are: (include names and addresses of any non-petitioning spouse, parent, and any adult siblings:

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7. The Petitioner(s) believe that the Ward is in need of a Guardian Advocate due to his/her developmental disability which manifested itself prior to the age of eighteen (18), specifically (choose one or all that apply):

- intellectual disability (Specify Type if Known: \_\_\_\_\_)
- cerebral palsy
- autism
- Spina Bifida
- Prader-Willi syndrome
- Down syndrome
- Phelan-McDermid syndrome

As a result of the above selected condition, the Ward lacks the decision-making ability to do some of the tasks necessary to care for his or her person or property and all medical probability indicates that this condition can reasonably be expected to continue indefinitely.

8. The Petitioner(s) believe(s) a Guardian Advocate is necessary because the Ward lacks the decision-making ability to make informed decisions about the Ward's own person, specifically the following rights: (check all which apply)

**Person, Delegable**

- To determine residence
- To consent to medical treatment
- To make decisions about environment or other social aspects of life

**Property, Delegable**

- To contract
- To sue and defend lawsuits
- To manage property and income or make any gift or disposition of property
- To apply for government benefits

**Person, Non-Delegable**

- To marry
- To vote
- To have a driver's license
- To travel

**Property, Non-delegable**

- To seek and retain employment

9. Petitioner(s) is/are willing and able to act as Guardian Advocate for the Ward, and should be appointed as Guardian Advocate because Petitioner(s) is/are the Ward's \_\_\_\_\_ (insert relationship to Ward), is willing to serve in that capacity, and is best qualified to act on the Ward's behalf.

10. In accordance with Probate Rule 5.649(a)(7), Petitioner(s) has/have knowledge, information or belief that the Ward  HAS/  HAS NOT created an advanced directive, Health Care Surrogate or a durable power of attorney.

11. The Petitioner(s) further state(s) that the Ward  is  is not indigent. If the ward is indigent and having no assets and no income other than public assistance and requests that the Court waive all costs incurred commencing this case and direct the Clerk of the Circuit Court to void all charges related to same. If the Ward is indigent, an Application for Determination of Indigent Status must be filed with this Petition. See Form C

12. Petitioner(s) file(s) with this Court his/her/their Application(s) for Appointment as Guardian Advocate in conjunction with this Petition, pursuant to the applicable Administrative Order of the Court and has completed the Mandatory Guardianship Checklist (Form K) and files the checklist with this petition. Petitioner(s) has/have completed instructions for a Criminal Background Check and has used ORI # FL052104Z to order a copy of the results of the background check to be delivered to the Clerk of the Court. Petitioner(s) has/have completed the DCF Release form and forward the form to the probate division at 501 1<sup>st</sup> Avenue N., St Petersburg, FL 33701, Suite 222. (The DCF form should NOT be filed with the Clerk).

WHEREFORE, The Petitioner(s) request(s) this Court set a hearing to inquire into the Decision-making Ability of the Ward, and should the Court determine it is appropriate to do so, enter an Order appointing the Petitioner(s) as Guardian Advocate(s) for the Ward.

The Petitioner(s) further request(s) that this Court allow the Guardian Advocate(s) to file a Case Plan in the form of an Individual Education Plan (IEP), Support Plan, Habilitation Plan, a report from Agency for Persons with Disabilities or a Simplified Guardian Advocate plan, in lieu of the filing of an Initial Plan and Annual Plan, including a physician's report.

The Petitioner(s) further request(s) that this Court allow the Guardian Advocate(s) to file an Affidavit annually stating where the Ward resides and that the funds the Ward receives are used for care maintenance and support of the Ward, if applicable.

[NOTHING FURTHER IN THIS PAGE]

Under penalties of perjury, I/We declare that I have read the foregoing, and the facts alleged are true, to the best of my knowledge and belief.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

E-mail address \_\_\_\_\_

(Petitioner)

(If co-Guardians, both sign)

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

E-mail address \_\_\_\_\_

(Co-Petitioner)

FORM B

IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT  
IN AND FOR PINELLAS COUNTY, FLORIDA PROBATE DIVISION

REF #: - -GD - Section 003

IN RE: The GUARDIANSHIP of \_\_\_\_\_

**APPLICATION FOR APPOINTMENT AS GUARDIAN OR GUARDIAN ADVOCATE**

Pursuant to Sections 744.3125 and 393.12 of the Florida Statutes, the undersigned submits this Application for Appointment as Guardian or Guardian Advocate of \_\_\_\_\_ and submits the following information (whenever the space provided is insufficient, attach additional pages):

1. Applicant's Full Name:

\_\_\_\_\_

2. Specify Applicant's relationship with the alleged incapacitated person/developmentally Disabled person (or Ward):

\_\_\_\_\_  
\_\_\_\_\_.

3. Applicant's Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

4. Date and place of birth: \_\_\_\_\_

5. Residence address: \_\_\_\_\_  
Street City State Zip

6. Mailing address \_\_\_\_\_  
Street City State Zip

7. E-mail address: \_\_\_\_\_

8. U.S. citizen? Yes  No

9. Employer's name and address:

\_\_\_\_\_  
Name Street City State Zip

(If self-employed provide corporate or d/b/a title)

• Applicant's position: \_\_\_\_\_



• Professional license number (if any): \_\_\_\_\_

10. Please specify if:

Unemployed Yes  No  Retired Yes  No  Homemaker Yes  No

11. Marital status: Married  Divorced  Single

If married, name of spouse: \_\_\_\_\_

12. Home telephone number: \_\_\_\_\_

13. Length of residence in county where application is filed: \_\_\_\_\_

14. Do you serve as Guardian for another ward? Yes  No

15. If Yes, provide Ward(s) information below:

**Ward #1**

Name of Ward: \_\_\_\_\_

Case number: \_\_\_\_\_

Circuit Court: \_\_\_\_\_

Guardianship type:  Plenary  Limited  Guardian Advocacy

**Ward #2**

Name of Ward: \_\_\_\_\_

Case number: \_\_\_\_\_

Circuit Court: \_\_\_\_\_

Guardianship type:  Plenary  Limited  Guardian Advocacy

16. Are you a Professional Guardian registered with the Office of Public and Professional Guardians?

Yes  No  If Yes, then attach a complete list of your current wards, location of guardianship and case number to this application.

17. Does the Applicant have any physical disabilities? If yes, describe and state whether they may affect to any extent the Applicant's ability to serve as a guardian.

\_\_\_\_\_

Has applicant ever been diagnosed with and treated for any of the following:

a. Mental illness? Yes  No

If yes, provide date, location of treatment, any voluntary or involuntary hospitalizations, name of treating physician or professional, and specify if psychotropic medication was prescribed and if Applicant is compliant with the prescribed medication regimen:

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| Date | Location | Name of treating physician/professional |
|------|----------|---|
|------|----------|---|

b. Alcohol abuse? Yes  No

If yes, provide date, location of treatment, and name of treating physician or professional.

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| Date | Location | Name of treating physician/professional |
|------|----------|---|
|------|----------|---|

c. Drug abuse? Yes  No

If yes, provide date, location of treatment, and name of treating physician or professional:

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| Date | Location | Name of treating physician/professional |
|------|----------|---|
|------|----------|---|

d. Other? Yes  No

If yes, describe condition, provide date, location of treatment, and name of treating physician or professional:

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| Date | Location | Name of treating physician/professional |
|------|----------|---|
|------|----------|---|

e. Do you own or possess any firearms? Yes  No

If so, describe your safety procedures and/or precautions: \_\_\_\_\_

18. Has Applicant ever been charged with fraud, misrepresentation or perjury in a judicial or administrative proceeding? Yes  No

If yes, please give date(s) and complete details:

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19. Has applicant even been the subject of a confirmed report or judicial determination of abuse, neglect or exploitation of a child, vulnerable adult or elderly person which is prohibited under the provisions of Sections 435.04, 39.01? 984.02 Or 984.03(1), (2), or (37)?

Yes  No

If yes, please give date(s) and complete details:

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19 a. Has Applicant ever been arrested for or charged with a Felony? Check yes even if the record of your conviction was expunged, unless it was expunged pursuant to section 943.0583, Florida Statutes

Yes  No

If yes, specify type of offense, location, and final disposition:

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b. Has Applicant ever been convicted of or entered a plea of guilty or no contest to a felony? Check yes even if the record of your conviction was expunged, unless it was expunged pursuant to section 943.0583, Florida Statutes Yes  No

If yes, specify type of offense, location, and final disposition:

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c. Has applicant ever been arrested for or charged with any crime other than a Felony? Check yes even if the record of your conviction was expunged, unless it was expunged pursuant to section 943.0583, Florida Statutes Yes  No

If yes, specify type of offense, location, and final disposition:

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d. Has Applicant even been convicted of, entered a plea of guilty or no contest to any crime Other than a felony? Check yes even if the record of your conviction was expunged, unless it was expunged pursuant to section 943.0583, Florida Statutes Yes  No

If yes, specify type of offense, location, and final disposition:

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20. Has Applicant ever held a position which required bonding?

Yes  No

21. Has Applicant ever been removed from a position of Guardian, Agent under a Power of Attorney, Trustee or other fiduciary position for cause?

Yes  No

If yes, describe and specify the reason for termination of fiduciary position:

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22. Has Applicant ever been held in contempt of court or removed as a guardian or other fiduciary petition by a court?

Yes  No

If yes, identify the court, case name and case number and specify the reason(s):

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23. Has Applicant ever filed for Bankruptcy?

Yes  No

If yes, specify date and location of court:

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24. Is Applicant or Applicant's business, corporation or other business entity a creditor of, or providing professional, personal or business services to the alleged incapacitated person (or Ward)?

Yes  No

If yes, furnish details:

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25. Is Applicant employed by a business or corporation that provides professional, personal or business services to the alleged incapacitated person (or Ward)? Yes  No

If yes, furnish details:

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26. Is Applicant a licensed health care provider for the alleged incapacitated person (or Ward)?

Yes  No

If yes, furnish details:

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27. List Applicant's educational history (If needed, insert more pages):

**School #1**

Name of School/College/Other:

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Address:

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Street

City

State

Zip

Date degree conferred: \_\_\_\_\_

Degree: \_\_\_\_\_

**School #2**

Name of School/College/Other:

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Address:

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Street

City

State

Zip

Date degree conferred: \_\_\_\_\_

Degree: \_\_\_\_\_

**School #3**

Name of School/College/Other:

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Address:

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Street

City

State

Zip

Date degree conferred: \_\_\_\_\_

Degree: List Applicant's employment history for the past five years in reverse chronological order (If needed, insert more pages):

**Employer #1**

Name of Company:

\_\_\_\_\_

Address:

\_\_\_\_\_

Street

City

State

Zip

Beginning date: \_\_\_\_\_

Ending date: \_\_\_\_\_

Reason for leaving:

\_\_\_\_\_  
\_\_\_\_\_

**Employer #2**

Name of Company:

\_\_\_\_\_

Address:

\_\_\_\_\_

Street

City

State

Zip

Beginning date: \_\_\_\_\_

Ending date: \_\_\_\_\_

Reason for leaving:

\_\_\_\_\_  
\_\_\_\_\_

**Employer #3**

Name of Company:

\_\_\_\_\_

Address:

\_\_\_\_\_

Street

City

State

Zip

Beginning date: \_\_\_\_\_

Ending date: \_\_\_\_\_

Reason for leaving:

\_\_\_\_\_  
\_\_\_\_\_

28. Has Applicant ever been discharged from employment? Yes  No

If yes, provide explanation:

\_\_\_\_\_

29. Has Applicant ever been a member of the armed forces of the U.S.? Yes  No

If yes, provide the following information:

Branch: \_\_\_\_\_

Release date: \_\_\_\_\_

Military Serial #: \_\_\_\_\_

30. Provide the names, addresses, and telephone numbers of three responsible persons (excluding relatives or spouse) who have been closely associated with Applicant and who have known Applicant for at least five years:

**Reference #1**

Name of referee:

\_\_\_\_\_

Address:

\_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip

Telephone #:

\_\_\_\_\_

Number of years known: \_\_\_\_\_

**Reference #2**

Name of referee:

\_\_\_\_\_

Address:

\_\_\_\_\_ Street \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip

Telephone #:

\_\_\_\_\_

Number of years known: \_\_\_\_\_

Reference #3 Name of referee:

\_\_\_\_\_

Address:

\_\_\_\_\_

| Street | City | State | Zip Telephone |
|--------|------|-------|---------------|
| #:     |      |       |               |

\_\_\_\_\_

Number of years known: \_\_\_\_\_

31. Does Applicant have any special educational qualifications (financial, business, or other) that uniquely qualify Applicant to be appointed as guardian? Yes  No

If yes, describe the qualifications:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

32. Has Applicant complied with the guardian education requirements set forth in section 744.3145, Florida Statutes? Yes  No

If yes, indicate when and where the training was received:

\_\_\_\_\_

**UNDER PENALTIES OF PERJURY** I declare that I have read the foregoing application and the facts alleged are true, to the best of my knowledge and belief.

Date Signed by Applicant: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_



FORM C

IN THE CIRCUIT/COUNTY COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT  
IN AND FOR \_\_\_\_\_ COUNTY, FLORIDA

CASE NO. \_\_\_\_\_

Plaintiff/Petitioner or in the Interest Of \_\_\_\_\_  
vs.

Defendant/Respondent \_\_\_\_\_

**APPLICATION FOR DETERMINATION OF CIVIL INDIGENT STATUS**

**Notice to Applicant:** If you qualify for civil indigence you must enroll in the clerk's office payment plan and pay a one-time administrative fee of \$25.00. This fee shall not be charged for Dependency or Chapter 39 Termination of Parental Rights actions.

1. I have \_\_\_\_\_ dependents. (Include only those persons you list on your U.S. Income tax return.)  
Are you Married?...Yes....No Does your Spouse Work?...Yes....No Annual Spouse Income? \$ \_\_\_\_\_

2. I have a net income of \$ \_\_\_\_\_ paid ( ) weekly ( ) every two weeks ( ) semi-monthly ( ) monthly ( ) yearly ( ) other \_\_\_\_\_  
(Net Income is your total income including salary, wages, bonuses, commissions, allowances, overtime, tips and similar payments, minus deductions required by law and other court-ordered payments such as child support.)

3. I have other income paid ( ) weekly ( ) every two weeks ( ) semi-monthly ( ) monthly ( ) yearly ( ) other \_\_\_\_\_  
(Circle "Yes" and fill in the amount if you have this kind of income, otherwise circle "No")

|                                |              |          |  |              |          |
|--------------------------------|--------------|----------|--|--------------|----------|
| Second Job.....                | Yes \$ _____ | No _____ | Veterans' benefits.....                    | Yes \$ _____ | No _____ |
| Social Security benefits       |              |          | Workers compensation.....                  | Yes \$ _____ | No _____ |
| For you.....                   | Yes \$ _____ | No _____ | Income from absent family members.....     | Yes \$ _____ | No _____ |
| For child(ren).....            | Yes \$ _____ | No _____ | Stocks/bonds.....                          | Yes \$ _____ | No _____ |
| Unemployment compensation..... | Yes \$ _____ | No _____ | Rental Income.....                         | Yes \$ _____ | No _____ |
| Union payments.....            | Yes \$ _____ | No _____ | Dividends or Interest.....                 | Yes \$ _____ | No _____ |
| Retirement/pensions.....       | Yes \$ _____ | No _____ | Other kinds of income not on the list..... | Yes \$ _____ | No _____ |
| Trusts.....                    | Yes \$ _____ | No _____ | Gifts.....                                 | Yes \$ _____ | No _____ |

I understand that I will be required to make payments for fees and costs to the clerk in accordance with §57.082(5), Florida Statutes, as provided by law, although I may agree to pay more if I choose to do so.

4. I have other assets: (Circle "yes" and fill in the value of the property, otherwise circle "No")

|   |              |          |   |              |          |
|---|--------------|----------|---|--------------|----------|
| Cash.....   | Yes \$ _____ | No _____ | Savings account.....                          | Yes \$ _____ | No _____ |
| Bank account(s).....                                  | Yes \$ _____ | No _____ | Stocks/bonds.....                             | Yes \$ _____ | No _____ |
| Certificates of deposit or money market accounts..... | Yes \$ _____ | No _____ | Homestead Real Property*.....                 | Yes \$ _____ | No _____ |
| Boats*.....   | Yes \$ _____ | No _____ | Motor Vehicle*.....                           | Yes \$ _____ | No _____ |
|   |              |          | Non-homestead real property/real estate*..... | Yes \$ _____ | No _____ |

\*show loans on these assets in paragraph 5

Check one: I ( ) DO ( ) DO NOT expect to receive more assets in the near future. The asset is \_\_\_\_\_.

5. I have total liabilities and debts of \$ \_\_\_\_\_ as follows: Motor Vehicle \$ \_\_\_\_\_, Home \$ \_\_\_\_\_, Other Real Property \$ \_\_\_\_\_, Child Support paid direct \$ \_\_\_\_\_, Credit Cards \$ \_\_\_\_\_, Medical Bills \$ \_\_\_\_\_, Cost of medicines (monthly) \$ \_\_\_\_\_, Other \$ \_\_\_\_\_.

6. I have a private lawyer in this case..... Yes No

A person who knowingly provides false information to the clerk or the court in seeking a determination of indigent status under s. 57.082, F.S. commits a misdemeanor of the first degree, punishable as provided in s. 775.082, F.S. or s. 775.083, F.S. I attest that the information I have provided on this application is true and accurate to the best of my knowledge.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Date of Birth \_\_\_\_\_ Driver's License or ID Number \_\_\_\_\_

Signature of Applicant for Indigent Status \_\_\_\_\_  
Print Full Legal Name \_\_\_\_\_  
Phone Number: \_\_\_\_\_

Address, P O Address, Street, City, State, Zip Code \_\_\_\_\_

FORM D

IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT  
FOR PINELLAS COUNTY, FLORIDA  
Probate Division

IN RE: GUARDIAN ADVOCACY OF

CASE NO.: \_\_\_\_\_

\_\_\_\_\_

SECTION: \_\_\_\_\_

A Person with a Developmental Disability,

\_\_\_\_\_ /

WAIVER AND CONSENT TO APPOINTMENT OF GUARDIAN ADVOCATE

(To be completed by family listed below, NOT the Petitioner)

The undersigned, whose complete name and address are:

\_\_\_\_\_

\_\_\_\_\_, and who

Has an interest in the above Guardian Advocacy as the spouse  brother  sister  parent  child

Of the person with a developmental disability/Ward, acknowledges receipt of a copy of the Petition for Appointment of Guardian/Co-Guardian Advocate(s) and hereby waives hearing and notice of hearing thereon, and consents to the settlement and entry of an order granting the relief requested in the Petition without notice or hearing.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

E-mail address \_\_\_\_\_

FORM E

**IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT  
FOR PINELLAS COUNTY, FLORIDA  
Probate Division**

**IN RE: GUARDIAN ADVOCACY OF**

**CASE NO.:** \_\_\_\_\_

\_\_\_\_\_  
**A Person with a Developmental Disability,**

**SECTION:** \_\_\_\_\_

\_\_\_\_\_ /

**OATH OF GUARDIAN/ (CO) GUARDIAN ADVOCATE, DESIGNATION OF  
RESIDENT AGENT**

*(Each Guardian Advocate must sign an Oath)*

I, \_\_\_\_\_ (Affiant), state under oath that:

1. I will faithfully perform the duties of Guardian/Co-Guardian Advocate of the Person of \_\_\_\_\_ (The Ward), according to law and that the Petitioner hereby designates \_\_\_\_\_, who is a resident of the county where this case is filed, and whose address is \_\_\_\_\_  
\_\_\_\_\_ And whose phone number is \_\_\_\_\_ as Petitioner's agent  
For service of process in any action against the Petitioner in the Petitioner's representative capacity, or personally, if that personal action accrued in the performance of the Petitioner's duties.
2. My place of residence is \_\_\_\_\_  
and post office address is \_\_\_\_\_.

Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone \_\_\_\_\_  
E-mail address \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF PINELLAS

Sworn to (or affirmed) and subscribed before me by means of  physical presence or  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_ (name of person making statement).

Or

by Affiant, who is personally known to me or who produced \_\_\_\_\_  
as identification.

\_\_\_\_\_  
Signature of Notary Public – State of Florida

\_\_\_\_\_  
Name of Notary, Typed, Printed or Stamped

My Commission Expires: \_\_\_\_\_

FORM F

IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT  
FOR PINELLAS COUNTY, FLORIDA  
Probate Division

IN RE: GUARDIAN ADVOCACY OF

CASE NO.: \_\_\_\_\_

SECTION: \_\_\_\_\_

\_\_\_\_\_  
Person with a Developmental Disability,

\_\_\_\_\_ /

NOTICE OF CONFIDENTIAL INFORMATION WITHIN COURT FILING

Pursuant to Florida Rules of Judicial Administration 2.420(d)(2), the filer of a court record at the time of filing shall indicate whether any confidential information is included within the document being filed; identify the confidentiality provision that applies to the identified information; and identify the precise location of the confidential information within the document being filed.

Title/Type of Document(s):

- Petition for Appointment of Guardian/Co-Guardian Advocates of Person, Page(s) \_\_\_\_\_, Paragraph(s) \_\_\_\_\_;
- Application of \_\_\_\_\_ for Appointment as Guardian Advocate, Page(s) \_\_\_\_\_, Paragraph(s) \_\_\_\_\_;
- Application of \_\_\_\_\_ for Appointment as Co-Guardian Advocate, Page(s) \_\_\_\_\_, Paragraph(s) \_\_\_\_\_; (if there is co-Guardian)
- Confidential Individual Education Plan and Habilitation/Guardian Reports
- Credit report(s) of \_\_\_\_\_  
(if more than one Guardian, list both names), Entire Report.

Indicate the applicable confidentiality provision(s) below from Rule 2.420(d) (1) (B), by specifying the location within the document on the space provided:

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Signature \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

E-mail address \_\_\_\_\_

(Filer)

Note: The clerk of court shall review filings identified as containing confidential information to determine whether the information is facially subject to confidentiality under the identified provision. The clerk shall notify the filer in writing within 5 days if the clerk determines that the information is NOT subject to confidentiality, and the records shall not be held as confidential for more than 10 days, unless a motion is filed pursuant to subdivision(d)(3) of Rule 2.420.

Form G

DEPARTMENT OF CHILDREN AND FAMILIES
FLORIDA ABUSE HOTLINE INFORMATION SYSTEM BACKGROUND CHECK

Mail/Email Original to:

Administrative Office of the Courts (Pinellas cases)
501 1st Avenue North, Room A222, St. Petersburg, Florida 33701 OR
Email: ProbateOffice@jud6.org

To Be Completed by the Applicant: PLEASE SIGN LEGIBLY. All information must be completed or form will be returned. I (we) hereby give consent for the Department of Children and Families to conduct a search for confirmed reports of abuse, neglect, or exploitation on record concerning me.

Type of Guardian (check one): Family/Non Professional

X \_\_\_\_\_ ( ) \_\_\_\_\_
Applicant's Signature Date Current Phone Number

Email Address: \_\_\_\_\_

Ward

Name Date of Birth Social Security # Case number relationship to ward

Guardian

Please print Last Name First Full Middle Maiden/Prior Last Name
Applicant: 1. \_\_\_\_\_ / \_\_\_\_\_

Race Sex Date of Birth Social Security Number
Other known names: \_\_\_\_\_ [ ] None

Applicant: 2. Last Name First Full Middle Maiden/Prior Last Names
\_\_\_\_\_ / \_\_\_\_\_

Race Sex Date of Birth Social Security Number
Other known names: \_\_\_\_\_ [ ] None

List all residences within the state of Florida from 1978 until present. In the event of multiple occupancy within one county, list address of longest occupancy. Attach sheet for additional addresses if necessary.

Applicant's Present Address Street City Zip County Dates of Residence

Applicant's Previous Address Street City Zip County Dates of Residence

We agree to keep confidential all information received as a result of background checks conducted, as required by Florida Statutes. We understand that law prohibits release of this information to unauthorized persons.

FORM H

**IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT  
FOR PINELLAS COUNTY, FLORIDA  
Probate Division**

**IN RE: GUARDIAN ADVOCACY OF**

**CASE NO.:** \_\_\_\_\_

**SECTION:** \_\_\_\_\_

\_\_\_\_\_  
**A Person with a Developmental Disability,**

\_\_\_\_\_ /

**NOTICE OF FILING**

PLEASE TAKE NOTICE that the Proposed Guardian/Co-Guardian Advocate,

\_\_\_\_\_, hereby gives notice of filing the following

documents:

Title/Type of Document(s): (choose which ones apply)

- Death certificate of Ward's parent
- Confidential Psychological Report/Doctor Report/IEP
- Receipt of providing fingerprints for Background Check
- Other (describe): \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

E-mail address \_\_\_\_\_

(Guardian/Co-Guardian Advocate)



FORM I

**IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT  
FOR PINELLAS COUNTY, FLORIDA  
Probate Division**

**IN RE: GUARDIAN ADVOCACY OF**

**CASE NO.:** \_\_\_\_\_

**SECTION:** \_\_\_\_\_

\_\_\_\_\_  
**A Person with a Developmental Disability,**

\_\_\_\_\_ /

**Fingerprint Receipt**

Petitioner Name: \_\_\_\_\_

[ATTACH FINGERPRINT RECEIPT HERE]

FORM J

IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT  
FOR PINELLAS COUNTY, FLORIDA

Probate Division

IN RE: GUARDIAN ADVOCACY OF

CASE NO.: \_\_\_\_\_

\_\_\_\_\_  
A Person with a Developmental Disability,  
\_\_\_\_\_ / \_\_\_\_\_

SECTION: \_\_\_\_\_

**MANDATORY CHECKLIST FOR NONPROFESSIONAL  
GUARDIANSHIP APPLICATIONS**

The form must be submitted with every Application for Appointment for all nonprofessional guardians.  
Please make sure to "X" or "check" the appropriate boxes.

Guardianship of \_\_\_\_\_ Reference # \_\_\_\_\_

Name of Guardian Applicant \_\_\_\_\_

Any other name used by Applicant \_\_\_\_\_

Address of Applicant \_\_\_\_\_  
Street Address City State Zip Code

Guardian Applicant Relationship to Ward \_\_\_\_\_

**INITIAL APPLICATIONS FOR NONPROFESSIONAL GUARDIANS**

- 1. Mandatory Checklist
- 2. Application for Appointment  and Filed
- 3. Department of Children and Families Release Form  and Filed
- 4. Investigation fee to Clerk of the Court for \$27.50.  Paid

**RENEWAL APPLICANTS FOR NONPROFESSIONAL GUARDIANS**

- 1. Mandatory Checklist
- 2. Application for Appointment  Completed and Filed
- 3. Investigation fee to Clerk of the Court for \$27.50.  Waived by Court Order
- 4. Department of Children and Families Release Form  Completed and Filed
- 5. Certificate for Education Requirement (Copy only see FL. Prob. R. 5. 625)  Completed and Filed  Waived by Court Order

I hereby give my consent for a background check in accordance with Florida Statutes, Chapter 744 to include, but may not be limited to, a check of credit, FDLE, FBI, employment, and Department of Children and Families background.

Under penalties of perjury, I declare that I have read the foregoing and the facts alleged are true.

\_\_\_\_\_  
Guardian Applicant Signature

\_\_\_\_\_  
Date

FORM K

IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT  
FOR PINELLAS COUNTY, FLORIDA  
PROBATE DIVISION

IN RE: GUARDIAN ADVOCACY OF

CASE NO.: \_\_\_\_\_

\_\_\_\_\_  
A Person with a Developmental Disability,

SECTION: \_\_\_\_\_

\_\_\_\_\_ /

**DESIGNATION OF PRIMARY AND SECONDARY EMAIL ADDRESSES**

Please take notice that, pursuant to the Florida Rule of Judicial Administration 2.516, the undersigned, as counsel for the proposed Guardian Advocate, hereby designates the following email addresses for service in this case. All future correspondence and pleadings should be emailed to the following addresses:

Primary Email: \_\_\_\_\_

Second Email: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone No: \_\_\_\_\_