

IN THE CIRCUIT COURT OF THE ELEVENTH JUDICIAL CIRCUIT, IN AND FOR MIAMI-DADE COUNTY, FLORIDA PROBATE DIVISION IN RE: GUARDIANSHIP OF _____ Ward. Case No.: _____ Section: _____	CC-102
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Checklist and Certification – Appointment of Guardian of the Minor

I, _____, as the attorney of record, have reviewed the applicable checklist(s) on the 11th Judicial Circuit Court's website, and filed the following pleadings to the Clerk of Court's docket, for which I have written the docket entry number next to each of the corresponding requirements below:

Original Documents:

 ☐ Original certified copy of Ward's birth certificate has been deposited with the Clerk of Courts

Petition for Appointment of Guardian:

☐ Petition for Appointment of Guardian - Fla. Sta. §744.334; Fla. Prob. R. 5.555(c)
☐ Notarized Waiver and Consent to Appointment of Guardian by any natural parent who did not sign the petition
 OR Proof of Formal Notice, death, or unavailability – Fla. Stat. §744.3371(2); Fla. Prob. R. 5.180

Depository:

_____ ☐ Petition for Restricted Depository OR

_____ ☐ Petition to Waive Restricted Depository for Social Security Benefits only OR

_____ ☐ A restricted depository is not necessary as only a Guardian of the Person is being appointed.

Supporting Documents (ALL must be filed):

- ☐ Guardianship Application (Smart Form) – Fla. Prob. R. 5.590
- ☐ Submission of fingerprints via Livescan and FDLE Report is filed to docket – Fla. Stat. §744.3135
- ☐ Copy of credit history check – Fla. Stat. §744.3135
- ☐ Oath of Guardian and Designation and Acceptance of Resident Agent – Fla. Sta. §744.347; Fla. Prob. R. 5.110 and 5.600
- ☐ Affidavit of Kin (Form G-17). A Supplemental Affidavit (Form G-XSD) must only be filed when additional space is needed.
- ☐ Notice of Related Cases (Smart Form) – Administrative Order 14-09

Proposed Orders submitted to courtMAP:

Order Appointing Guardian: ☐ of the Property (Form G-6) ☐ Of the Person (Form G-16)
 Letters of Guardianship: ☐ of the Property (Form G-3) ☐ Of the Person (Form G-4)
☐ Order Designating Depository for Assets (Form G-5) OR
☐ Order Waiving Depository Requirements for Social Security Benefits (Form A-10)

I HEREBY CERTIFY that I have complied with the above checklist and filed the required pleadings and supporting documentation in accordance with applicable Florida Statutes, Florida Probate Rules, local rules, administrative orders, and administrative memoranda. I understand that submission of this checklist is considered an official statement subject to Fla. Stat. §837.06.

Dated:

Attorney's Signature
Printed Name: _____
Bar Number: _____
Email Address(es): _____