

SHELBY COUNTY PROBATE COURT

www.shelbycoprobate.org

TRANSFER OF GUARDIANSHIP FROM ANOTHER STATE CHECKLIST (EFF. 08/05/2016)

Initial Deposit

\$154.00

Requirements

The ward must currently be under legal guardianship in another state. The ward must be physically present in or is reasonably expected to move permanently to Shelby County, Ohio. Additionally, plans for the care and services for the ward and/or adequate arrangements for the ward's property in Shelby County, Ohio have been arranged prior to filing.

Initial Filing

- ___ Self-Representation Acknowledgment (Form 75.1) (if applicable)
- ___ Contact Information (Form 75.3-A)
- ___ Certified copy of Provisional Order of Transfer from the state where the guardianship is currently held
- ___ Petition to Accept Guardianship from Jurisdiction Outside the State of Ohio (Form 104.2-F)
- ___ Next of Kin of Proposed Ward (Form 15.0)
- ___ Notice of Petition to Transfer Guardianship (Form 104.2-G)
___ Notice must be given to all persons entitled to notice in Ohio **and** in the state of origin (unless they waive - see next form below) (Notice must be sent by certified mail, return receipt requested)
- OR**
- ___ Waiver of Notice and Consent to Transfer (Form 104.2-H)
___ Everyone entitled to notice in Ohio **and** in the state of origin must either sign this form or be served with Notice of the Petition to Transfer
- ___ Signed certified mail cards from all persons sent a Notice of Petition to Transfer Guardianship (within 45 days of date of filing of Petition and Notice of Petition)
- ___ Provisional Order Granting Petition to Accept Transfer of Guardianship from Jurisdiction Outside the State of Ohio (Form 104.2-I)

Subsequent Filing

Must be filed no later than 5 days prior to the final hearing

- ___ Final Order transferring proceedings to our Court from transferring Court must be filed prior to or at final hearing
- ___ **Authenticated** copies of the entire file record from the state of origin
- ___ Final Order Accepting Jurisdiction of Guardianship and Appointing Guardian (Form 104.2-J)
- ___ Oath of Guardian (Form 15.9)
- ___ Fiduciary's Acceptance (Form 15.2)
- ___ Letters of Guardianship (Form 15.4)
- ___ Guardian's Bond (Form 15.3) OR Application to Dispense with Guardian's Bond (Form 75.2-C) and Entry Regarding Guardian's Bond (Form 75.2-D)