INSTRUCTIONS FOR ADDRESS CHANGE NOTIFICATION AND CERTIFCATE OF MAILING

The purpose of this form is to inform the court of a change to the address and phone number of a ward/minor ward/protected person, a guardian and/or conservator and/or an interested person.

- 1. HEADING
 - a. Choose the county in the drop-down box below the first blank.
 - b. Enter the case number assigned by the clerk of the court.
 - c. Enter the name of the ward/minor ward/protected person.

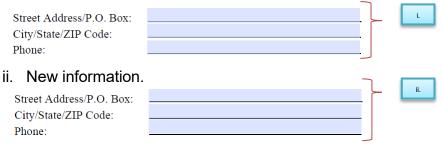
a.	IN THE COUNTY COURT OF	COUNTY, NEBRASKA
с.	IN THE MATTER OF	Case No.
	Ward/Minor Ward/Protected Person.	ADDRESS CHANGE

2. BODY OF FORM

- a. Check the appropriate box:
 - i. If this is a change of address for Ward/Minor Ward/Protected Person.
 - ii. If this is a change of address for the guardian and/or conservator.
 - 1. Enter the name of the guardian and/or conservator that has the change of address.
 - iii. If this is a change of address for an interested person.
 - 2. Enter the name of the interested person that has the change of address.
 - iv. Enter the date that this change if effective.

	Ward/Minor Ward/Protected Person *	
	Guardian and/or Conservator:	1.
iii.	(Nai	ne)
	Interested Person:	2.
	(Nan	ne) iv.
Т	This change is effective as of:	ate)

- b. Enter the address and phone number information.
 - i. Previous information.



3. SIGNATURE SECTION

a. If this is a co-guardianship and/or co-conservatorship both must sign.

For the second signature block to appear, check the (a.) "yes" box on the question located below the first signature block:

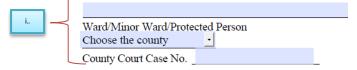


- i. The guardian(s) and/or conservator(s) will sign their name(s).
- ii. Enter the date.
- iii. Print the guardian(s) and/or conservator(s) name(s).
- iv. Enter the guardian(s) and/or conservator(s) street address(es).
- v. <u>If</u> this form is completed by an attorney, there is a space for the bar number and firm name.
- vi. Enter the city, state, and zip code of the guardian(s) and/or conservator(s) address(s).
- vii. Enter the guardian(s) and/or conservator(s) telephone number(s) with area code.
- viii. Enter the email address(es).

	Signature: Date:	 ii
	(of guardian and/or conservator or their attorney)	iv.
	Street Address/P.O. Box:	vi.
	City/State/ZIP Code:	=
	Telephone Number:	vii.
	Email address:	viii.
V.	If complete by an attorney:	
	Bar Number:	

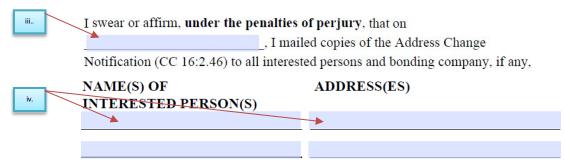
CERTIFICATE OF MAILING

- a. TO THE GUARDIAN AND/OR CONSERVATOR OR THEIR ATTORNEY: You need to complete the Certificate of Mailing form and file it with the court showing that you mailed the required documents to all the interested persons you list.
 - i. Enter the name of the ward/minor ward/protected person, the county name, and the case number in the upper left-hand corner.



ii. If you are completing this form electronically, these will automatically fill in from the information you already entered.

- iii. Enter the date you are mailing the Change of Address form and this Certificate of Mailing to the interested person(s).
- iv. List all of the interested persons* and their addresses on the lines provided.



v. <u>IF</u> there are more names and addresses for interested persons* than the spaces on the form provide room for, check the box next to "See Attached" and attach a sheet with the name and address of each additional person.



See attached (more names and addresses than above)

b. SIGNATURE SECTION (Signed by either the attorney or guardian/conservator)

i. Use the same instructions as on page 2.

* Pursuant to Neb. Rev. Stat. § 30-2601, interested persons are defined as:

- children and spouses;
- future heirs if the ward/incapacitated person/protected person would die without leaving a valid will (brothers and sisters who are adults, grandparents, etc.);
- a trustee of any trust executed by the ward/incapacitated person/protected person;
- if there are no individuals defined as "interested persons" above, include any person or organization named as a "devisee" in the ward's/incapacitated person's/protected person's most recent will;
- after death of the ward/incapacitated person/protected person, interested person also
 includes the personal representative of a deceased ward's/incapacitated person's/
 protected person's estate, the deceased ward's/incapacitated person's/protected
 person's heirs in an intestate estate, and the deceased ward's/incapacitated
 person's/protected person's devisees in a testate estate;
- any governmental agency paying benefits on behalf of the ward/incapacitated person/protected person; and
- any person designated by order of the court to be an interested person.

If there are no interested persons identified for a ward/incapacitated person/protected person, the court may appoint a guardian ad litem (Nebraska Supreme Court Rule § 6-1449(B)). The cost of the guardian ad litem may be taken from the assets of the ward/incapacitated person/protected person.