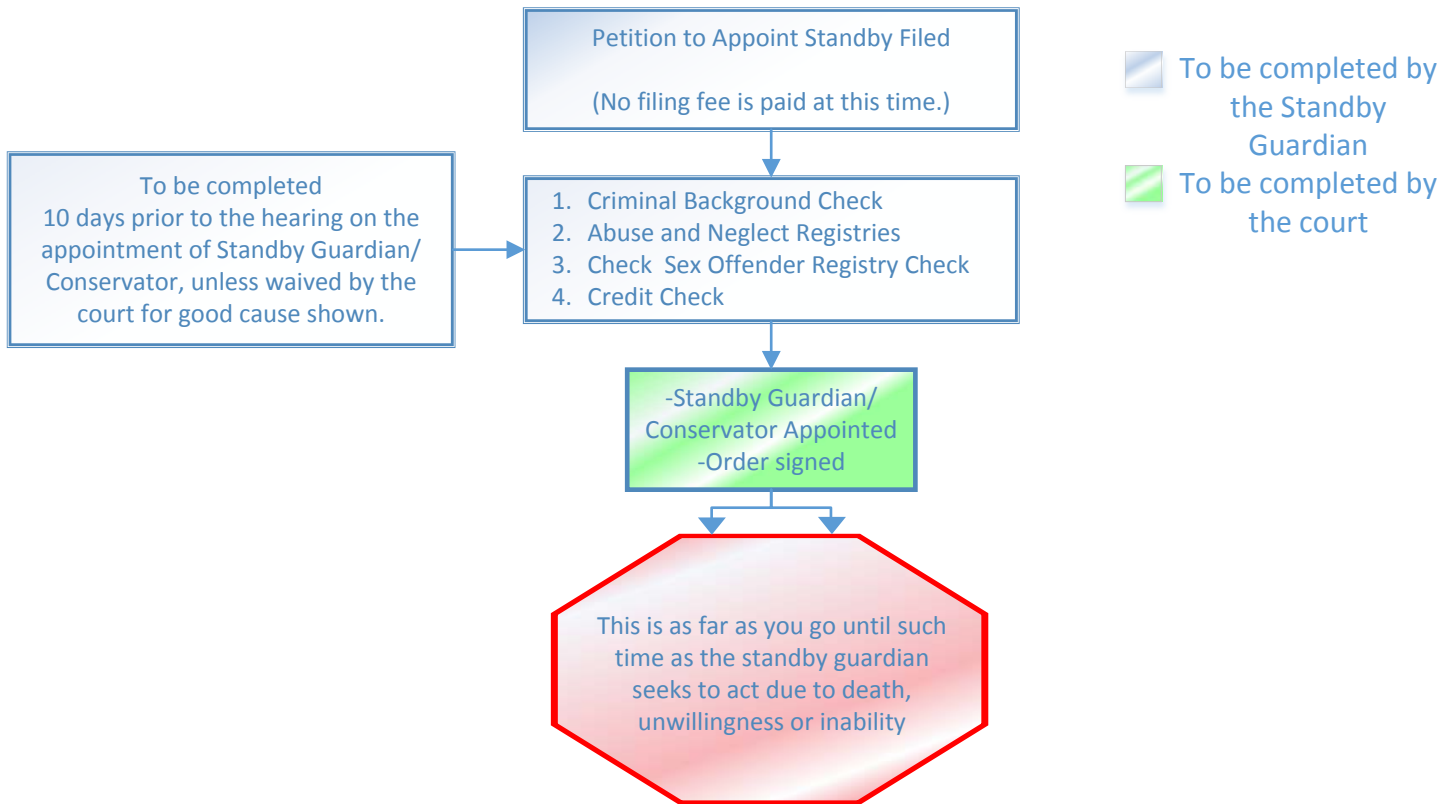


STANDBY GUARDIAN FLOWCHART



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**:

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

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

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

1. **General Information form**
2. **Address Information form**
3. **Personal and Financial Information form**
4. **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.