

COMPLETING THE GLOBAL ORDER OF APPOINTMENT

Use this form to give the court a proposed order for guardianship and/or conservatorship.

You will only complete the case information. The court will complete the rest.

Completing the information on the first page will populate the next pages with the correct wording for the type of guardianship and/or conservatorship.

NOTE: If you make an error when choosing an option, clear the form by clicking on the “Clear Form” button at the top of the page and select the correct choices.

Pick **ONE** type from either group A **or** group B.

Do **NOT** choose from more than one group.

Click on the “Clear Form” button **first**.

If group A was chosen, check the box before the type of guardianship and/or conservatorship. **IF** this includes a guardianship for an **adult** check the box for either “limited” or “full”.

If group B was chosen, check the box before the type of guardianship and/or conservatorship.

Choose the county from the drop-down list.

Enter the case number.

IF you are picking from group **A**, check the box before either “an adult” or “a minor”.

IF you are picking from group **B**, check the box before either “an adult” or “a minor”.

Enter the case information.

The screenshot shows the 'Instructions for use of the Global Orders Form'. It includes a 'Reset Form' button and two main sections: A and B. Section A is for 'Guardianship and/or Conservatorship for an adult or a minor'. It has checkboxes for 'Guardianship - Adult', 'Conservatorship - Adult', and 'Guardianship and Conservatorship - Adult'. Below these are options for 'Limited' or 'Full' guardianship. Section B is for 'Temporary Guardianship and/or Conservatorship for an adult or a minor'. It has checkboxes for 'Temporary Guardianship - Adult', 'Temporary Conservatorship - Adult', and 'Temporary Guardianship and Temporary Conservatorship - Adult'. At the bottom, there are fields for 'Name of Ward/Minor Ward/Protected Person', 'Name of Guardian(s) and/or Conservator(s)', 'County' (a drop-down menu), and 'Case Number'. Red arrows point from the annotations to the corresponding form elements.

For standard guardianships and/or conservatorships:

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NOTE:

The information that you entered on the first page will fill in the county, the case number, and the names in the case.

The **court** will complete all other sections of page 1.

IN THE COUNTY COURT OF _____ COUNTY, NEBRASKA	
IN THE MATTER OF _____	Case No. _____
Ward/Protected Person _____	ORDER APPOINTING GUARDIAN AND CONSERVATOR
The Petition for Appointment of Guardian and Conservator having come before the court, the court finds as follows:	
<ol style="list-style-type: none">1. Petitioner(s) is/are entitled to file the Petition pursuant to Neb. Rev. Stat. §§ 30-2633 and 30-2619.2. Notice has been given or waived as required by law.3. Venue in this county is proper.4. Upon clear and convincing evidence presented to the court, there is a sufficient basis for the appointment of the guardian for _____ <input type="checkbox"/> an incapacitated person, pursuant to lawful proceedings of record in this court, or <input type="checkbox"/> an incapacitated person, pursuant to the provisions of the Last Will and Testament of _____, parent or spouse of said incapacitated person, which Will was admitted to probate in this court and there are no less restrictive alternatives than the appointment of a guardian for the above-named incapacitated person.5. Upon clear and convincing evidence presented to the court, there is a sufficient basis for the appointment of the conservator for _____ and there are no less restrictive alternatives than the appointment of a conservator for the above-named protected person.6. Appointment of a guardian and conservator is necessary because: _____	

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The **court** will complete
all of the sections of
pages 2- 4.

- i. Selecting the ward's place of abode within this state, or with court permission, outside of this state;
- ii. Arranging for medical care for the ward;
- iii. Protecting the personal effects of the ward;
- iv. Giving necessary consent, approval, or releases on behalf of the ward;
- v. Arranging for training, education, or other habilitating services appropriate for the ward;
- vi. Applying for private or governmental benefits to which the ward may be entitled;
- vii. Instituting proceedings to compel any person under a duty to support the ward or to pay sums for the welfare of the ward to perform such duty, if no conservator has been appointed;
- viii. Entering into contractual arrangements on behalf of the ward, if no conservator has been appointed; and
- ix. Receiving money and tangible property deliverable to the ward and applying such money and property to the ward's expenses for room and board, medical care, personal effects, training, education, and habilitating services, if no conservator has been appointed, or requesting the conservator to expend the ward's estate by payment to third persons to meet such expenses.
- x. Other:

7. _____ is/are entitled to appointment pursuant to Neb. Rev. Stat. § 30-2639 and § 30-2627 and should be appointed as guardian(s) and conservator(s). The above-named person(s) is/are authorized and ordered to obtain a Financial Institution Receipt of Orders form completed by each financial institution holding any assets or accounts titled in any manner in the name of the ward/protected person along with a printout of all assets and account numbers in each financial institution, which shall be filed in these proceedings.

8. If any funds are ordered restricted, the above-named person(s) is/are further authorized and ordered to open an account at a financial institution with the restriction that no withdrawals can be made without a court order. To show the court that the guardian(s)/conservator(s) has/have complied with this restriction, the guardian(s)/conservator(s) shall file with the court a Proof of Restricted Account form within 10 days of this order.

9. Bond:

- ☐ Is required and set in the sum of \$ _____;
- ☐ Is not required because the assets of the ward/incapacitated person are less than \$10,000 in value;
- ☐ Is not required because the court finds good cause: (check all that apply)
 - ☐ a. All assets are ordered into restricted accounts.
 - ☐ b. _____

10. Training:

- ☐ The guardian(s)/conservator(s) shall complete training and file the certificate(s) of completion within 90 days;
- ☐ For good cause shown training is waived.

IT IS THEREFORE ORDERED that _____

is/are appointed guardian(s) and conservator(s) of the estate of _____ Letters of Guardianship and Conservatorship will be issued to the guardian(s)/conservator(s) upon the filing of the following documents:

1. Acceptance of Appointment;
2. General Information form;
3. Address Information Sheet;
4. Financial Institution Receipt of Orders form, with a printout of all assets in each financial institution;
5. Proof of restricted funds form for any assets the court has ordered to be held in a restricted account;
6. Inventory and Affidavit of Due Diligence;
7. Personal and Financial Information for Guardianships and Conservatorships form;
8. Approved bond, if required.

After the Letters have been issued, the guardian(s)/conservator(s) shall deliver to each financial institution where the protected person has any accounts/assets a copy of the Letters of Guardianship and Conservatorship and file with the court a Financial Institution Receipt of Letters form acknowledging that they received the Letters, along with a printout of all assets and account numbers in each financial institution. The guardian(s)/conservator(s) shall thereafter be entitled to deal with such assets. This form shall be filed within 30 days. Failure to file this form will result in a suspension of your authority.

As a Guardian and Conservator you are ordered to comply with the following restrictions:

1. Except as provided in § 6-1437, the guardian(s)/conservator(s) shall not pay himself/herself/themselves or his/her/their attorney compensation from the assets or income of the protected person nor sell real property of the estate without first obtaining an Order from the court. To obtain an Order, you must first file an application, give notice to interested persons, then have a hearing date scheduled. The

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The **court** will complete this section of page 5.

Complete the area for "Prepared and Submitted By". If you are an attorney, include your Bar Number.

STOP!
ONLY the judge can sign and date this order.

Order may be entered without a hearing if all interested persons have waived notice of hearing or have executed their consent to such compensation or sale or any other restrictions as determined to be appropriate by the court.

2. The guardian(s)/conservator(s) shall not make any cash withdrawals or receive cash back without a court order.
3. If any funds have been restricted by the court, the guardian(s)/conservator(s) shall not make any withdrawals from the restricted account without a court order.
4. Other:

Dated:

BY THE COURT:

County Judge

PREPARED AND SUBMITTED BY:

[PRINT](#)

Use this button to print the form.

For temporary guardianships and/or conservatorships:

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NOTE:

The information that you entered on the first page will fill in the county, the case number, and the names in the case.

The **court** will complete all other sections of page 1.

IN THE COUNTY COURT OF _____ COUNTY, NEBRASKA

Case No. _____

IN THE MATTER OF _____

Ward/Protected Person _____

**ORDER APPOINTING
TEMPORARY GUARDIAN AND
TEMPORARY CONSERVATOR**

The Petition for Appointment of Temporary Guardian(s) and Temporary Conservator(s) having come before the court, the court finds as follows:

1. Petitioner(s) is/are entitled to file the Petition pursuant to Neb. Rev. Stat. §§ 30-2633 and 30-2619.
2. Notice has been given or waived as required by law.
3. Venue in this county is proper.
4. Appointment of a temporary guardian and temporary conservator is necessary because of the following emergency:

5. _____ is/are entitled to temporary appointment pursuant to Neb. Rev. Stat. §§ 30-2626, 30-2627, 30-2630.01 and 30-2639 and should be appointed as temporary guardian(s) and temporary conservator(s).
6. Bond
☐ Is required and set in the sum of \$ _____ ;
☐ Is not required
7. Other:

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The **court** will complete this section of page 2.

Complete the area for "Prepared and Submitted By". If you are an attorney, include your Bar Number.

Order may be entered without a hearing if all interested persons have waived notice of hearing or have executed their consent to such compensation or sale or any other restrictions as determined to be appropriate by the court.

2. The guardian(s)/conservator(s) shall not make any cash withdrawals or receive cash back without a court order.

3. If any funds have been restricted by the court, the guardian(s)/conservator(s) shall not make any withdrawals from the restricted account without a court order.

4. Other:

Dated: _____

BY THE COURT:

County Judge

PREPARED AND SUBMITTED BY:

PRINT

STOP!

ONLY the judge can sign and date this order.

Use this button to print the form.