

training class and file proof of completion with the court.

_____ I shall file my Letters of Guardianship with the Register of Deeds in any county where the ward/incapacitated person has real property or an interest in real property.

_____ One year after my appointment and every year thereafter, I shall file with the court:

1. Annual Report of Guardian on Condition of Ward (CC 16:2.14).
2. Updated Inventory (CC 16:2.45).
3. Annual Accounting (CC 16:2.44).

And, if I have possession of the ward's/incapacitated person's assets:

4. Certificate of Proof of Possession (CC 16:2.13). If any funds are restricted, the bank or depository must indicate a restriction to the account on the certificate showing "No withdrawals without court order."
5. Copies of all bank statements and/or brokerage statements for the dates covered by the accounting. If full account numbers, social security numbers, dates of birth or other personal information appear on the bank statements and/or brokerage statements, I shall black out all but the last four digits before sending them to the interested persons.
6. Personal and Financial Information for Guardianships and Conservatorships form (CC 16:2.23) showing complete account numbers of accounts, etc. listed on Inventory and Certificate of Proof of Possession. This form contains confidential information and is not shared with the parties except by court order.

_____ I acknowledge all of the documents, except the Personal and Financial Information for Guardianships and Conservatorships form, shall be sent to all interested persons along with Notice of Right to Object Form (CC 16:2.16).

_____ I acknowledge that I shall file with the court a Certificate of Mailing (CC 16:2.24) showing I mailed all of the documents to all interested persons by first class mail, postage pre-paid.

_____ I shall notify the court of the change of address of the ward/incapacitated person within three days of the change.

_____ I shall not move the ward/incapacitated person to a location outside of the State of Nebraska without court permission.

_____ I shall notify the court of the ward's/incapacitated person's death within three days.

_____ I shall file with the court a Notice of Newly Discovered Asset form (CC 16:2.18) within 30 days after I become aware of any additional assets, gifts, awards, settlements or inheritances over \$500.00

not disclosed in the most current inventory.

_____ I shall not make any ATM withdrawals and/or get cash back from a debit transaction without a court order.

_____ I have reviewed these requirements with my attorney (if I have one) and have received all forms necessary to comply with my duties. I have no further questions of my attorney at this time. (If you do not have an attorney, please indicate "not applicable" and go to next acknowledgment.)

_____ I have received the forms needed to comply with the above requirements. *(If you do not have an attorney, you may get the forms from the clerk's office or on the Nebraska Supreme Court website, <http://supremecourt.ne.gov/forms/county/guardian-conservators.shtml>.)*

Signature(s) of Guardian(s)

Date _____

Print or Type Name of Guardian(s)

Bar Number and Firm Name (attorneys only)

Street Address/P.O. Box of Guardian(s)

City/State/ZIP Code of Guardian(s)

Phone of Guardian(s)

E-mail Address of Guardian(s)