NEBRASKA GUARDIANSHIP FLOWCHART

Petition Filed

10 days prior to hearing on Appointment

- Criminal Background Check
- Abuse & Neglect Registries
- Sex Offender Registry
- Credit Check

Guardian Appointed

Within 30 days of Appointment and Prior to Letters Being issued

Prior to Letters being issued, Guardian must file:

1. Acceptance
2. General Information form
3. Address Information form
4. Personal and Financial form (10 days if with Proof of Restricted Account)
5. Inventory and Affidavit of Due Diligence – Sent to all interested persons with Notice of Interested Party form (Inventory is reviewed by Judge or Clerk Magistrate to determine if bond is appropriate)
6. Acknowledgement of Financial Institution
7. Proof of Restricted Account (if applicable)(10 days)
8. Bond (if required)

Letters issued and must list restrictions and duties.
-Clerk gives Guardian quick reference guide with all forms They will need to file attached

Within 10 days after Letters are issued

Guardian must file Acknowledgement of Financial Institution form showing they have given copies of their Letters to the Financial Institution – Personal and Financial form is also filed

90 days after Appointment

Guardian must complete training within 90 days of Appointment and file certificate with the court

1 year from Letters

One year from Letters, Guardian must file Reporting Packet A, unless otherwise ordered. Packet A includes:

1. Annual Report on Condition of Ward
2. Updated Inventory
3. Annual Accounting (if money has been deposited or paid out)
4. Certificate of Proof of Possession
5. Redacted Bank Statements/brokerage reports
6. Notice of Right to Object
7. Certificate of Mailing
8. Personal and Financial form