

SAUK COUNTY, WISCONSIN

Laws relating to Minor Guardianship may be found in Chapter 54 of the Wisconsin State Statutes. You may view this information on-line at www.legis.state.wi.us/rsb/index.html. **Guardianship is a legal proceeding and you are encouraged to consult legal counsel to direct you in this process.**

- A Minor Guardianship is initiated by filing a *Petition for Guardianship – Waiver and Consent* (from each parent) – *Consent to Serve/Statement of Acts* (for each proposed guardian) – *Order Appointing Guardian ad Litem* (completed down to *The Court Orders*) – *Order and Notice of Hearing* (completed down to *The Court Orders*) – with GAL Fee of \$250.00 and Filing Fee of \$20 per child. Documents and fees to be filed with Sauk County Juvenile Clerk of Court/Register in Probate.

Forms for a Minor Guardianship are state mandated. They are available on-line at no cost at www.wicourts.gov – select Forms – Circuit Court – Guardianship - Minor. Forms are also available from the Sauk County Register in Probate for a fee.

- **GN3290 – Petition for Guardianship of Minor**
(To be completed by petitioner and signed by petitioner in presence of notary)
- **GN3310 – Waiver and Consent to Guardianship of Minor**
(To be completed by petitioner and signed by each parent – notary not required)
- **GN3320 – Nomination of Guardian by Minor (14 yrs of age or older)**
(To be completed by petitioner and signed by minor in presence of Judge at hearing)
- **GN3140 – Statement of Acts by Proposed Guardian**
(To be completed and signed by petitioner in presence of notary)
- **GF131 – Order Appointing Guardian ad Litem**
(To be completed by petitioner down to: *The Court Orders*...GAL to be assigned from court roster by Court/Order signed by Judge)
- **GN3300 – Order and Notice of Hearing Petition on Guardianship of Minor** (To be completed by petitioner down to: *The Court Orders*...Hearing date/time to be determined by Court/Order signed by Judge)

A Guardian ad Litem retainer fee of \$250.00 is required at the time of filing – made payable to Register in Probate. A Waiver of the GAL fee may be submitted with appropriate documentation of benefits received by the petitioner (to be obtained from Sauk County Department of Human Services) – determination made by court regarding denial or approval.

- **GN3120 – Affidavit of Service**
(Filed after serving parents and Guardian ad Litem by certified mail – not required if waivers signed by parents.)
Purpose: To confirm parents have been notified of proceedings, date/time of hearing.)
- **GN3330 – Determination and Order on Petition for Guardianship of Minor**
(To be completed by petitioner down to *By the Court* and signed by Judge at conclusion of hearing)
- **GN3340 – Letters of Guardianship of the Person of Minor**
(To be completed by petitioner down to *By the Court* and signed by Judge at conclusion of hearing)
- **GN3345 – Letters of Guardianship of the Estate of Minor**
(To be completed by petitioner to court down to *By the Court* and signed by Judge at conclusion of hearing) **GN3440 – General Inventory** (To be completed and filed with filing fee within 60 days of issuance of Letters of Guardianship of the Estate of Minor)

STATE OF WISCONSIN
CIRCUIT COURT

SAUK COUNTY

**IN THE MATTER OF THE
GUARDIANSHIP OF**

**Acknowledgment of
Guardianship Limitations and
Procedure**

DOB:

Case Number: 20__JG_____

I understand and accept the following limitations and procedures concerning this Juvenile Guardianship action.

____1. **If a guardian is appointed, the guardian will have the decision making authority in regard to the care and custody of the child.**

____2. **Granting the guardianship does not terminate any parental rights of the child's parents.**

____3. **If a parent initially objects to the guardianship, in all likelihood the petition for guardianship will be dismissed unless the petitioner can prove that the parents are unfit or that legally compelling circumstances, as determined by the court, exist.**

____4. **If the guardianship is granted based upon an agreement of the parents and if, at some time in the future one or both of the parents want to terminate the guardianship, in all likelihood the guardianship will be terminated unless the petitioner can prove that the parents are unfit or that legally compelling circumstances, as determined by the court, exist.**

____5. **This minor guardianship action does not address visitation. Guardianship is a private matter and visitation is to be arranged between the appointed guardian and the parents.**

____6. **If a parent or guardian wishes to terminate the guardianship before the child's 18th birthday a petition (form GN3650) is to be completed and filed with the Juvenile Clerk of Court. The court will require a hearing and will appoint a Guardian ad Litem (the initial Guardian ad Litem is discharged upon appointment of the guardian) prior to terminating the guardianship. A Guardian ad Litem fee of \$250.00 will be required for the appointment of a GAL in the subsequent proceeding.**

Date

Signature

Name printed or typed

Filename: Juvenile Guardianship Instructions.docx
Directory: C:\PROGRA~1\CASSET~1\CASSET~1
Template: C:\Documents and Settings\ameri\Application
Data\Microsoft\Templates\Normal.dotm
Title:
Subject:
Author: jdaniel
Keywords:
Comments:
Creation Date: 11/3/2010 10:35:00 AM
Change Number: 9
Last Saved On: 2/28/2011 9:56:00 AM
Last Saved By: jdaniel
Total Editing Time: 244 Minutes
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As of Last Complete Printing
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Number of Words: 835 (approx.)
Number of Characters: 4,763 (approx.)