

Person Filing: _____
Address (if not protected): _____
City, State, Zip Code: _____
Telephone: _____
Email Address: _____
Lawyer's Bar Number: _____
Licensed Fiduciary Number: _____

FOR CLERK'S USE ONLY

Representing Self, without a Lawyer or Attorney for Petitioner OR Respondent

SUPERIOR COURT OF ARIZONA IN PIMA COUNTY

In the Matter of the Conservatorship of

Case Number: _____

Ward's Name, a Minor

ORDER TO CONSERVATOR OF MINOR AND ACKNOWLEDGEMENT AND INFORMATION TO INTERESTED PERSONS

Assigned to: _____
(Judicial Officer)

Warning: This appointment is not effective until the *Letters of Appointment* have been issued by the Clerk of the Superior Court.

The welfare and best interest of the person named above ("the minor") are matters of great concern to this Court. By accepting appointment as conservator you have subjected yourself to the power and supervision of the Court. Therefore, to assist you in the performance of your duties, this Order is entered. You must be guided by it and comply with its provisions, as it relates to your duties as a conservator of the minor.

1. The conservatorship property is not your property. It does not belong to you. It is the minor's property and you must hold it for the benefit of the minor until the minor turns eighteen (18).

2. If you are a parent of the minor, you may not use conservatorship assets to fulfill your legal

obligation to support your child. Thus, you may not use the conservatorship funds to pay for things that a parent normally would pay for to support the parent's child (e.g., food, clothing, shelter, education expenses, etc.) unless the Court enters an Order expressly authorizing you to do so.

3. Unless the Court orders otherwise, you must place the minor's property in a restricted, interest-bearing account at a federally insured institution authorized to do business in the State of Arizona or in a restricted interest-bearing account with the County Clerk of the Superior Court, titled "THE ESTATE OF (the minor's name), MINOR" with no withdrawals of principal or interest permitted there from without Order of this Court.
4. You may not withdraw funds from the restricted account without a Court Order. If the financial institution allows you to withdraw the funds without a Court Order **YOU** will be personally liable for whatever amount was withdrawn from the account. In addition, you may be removed as conservator, found in contempt of Court and/or sanctioned for your failure to follow the Court Order.
5. Once the minor attains the age of eighteen (18), you **MUST** file a Petition with the Court to terminate the conservatorship. Once a petition is filed, the Court will hold a hearing in order to terminate the conservatorship and disburse the conservatorship property to the former minor.
6. The conservatorship terminates only upon the entry of a Court Order terminating the conservatorship. The Court will enter such an Order only after you, the minor, or another interested person files a petition requesting that the conservatorship be terminated. The petition should be filed after the minor becomes eighteen (18) years of age, after the conservatorship estate has been exhausted, or after the death of the minor, whichever occurs first. Unless otherwise ordered by the Court or unless, in the case of the minor's death, you comply with A.R.S. § 14-5419(F), you will need to file a final account with the Court before you can be discharged of liability in connection with the conservatorship and before your bond is exonerated.
7. If you move and/or change your address, you must notify the Court within **ten (10) days** of the change. You will be responsible for any costs incurred as a result of your failure to notify the Court of any change of address.
8. If you have any questions as to your duties as a conservator, contact an attorney who handles conservatorships before taking any action.
9. If you are not a licensed fiduciary and are not related by blood or marriage to the minor, you are not entitled to compensation for your services as the minor's conservator. *See* A.R.S. § 14-5651(K)(1).
10. Within **thirty (30) days** after your **Letters of Appointment** as conservator are issued, you must mail a copy of this **Order to Conservator and Acknowledgment and Information to**

Interested Persons to the following:

- (a) The minor, if the minor is at least 14 years of age;
- (b) The minor's attorney (if the minor has an attorney) and parents;
- (c) The minor's guardian, if one has been appointed for the minor; and
- (d) Any person who has filed a demand for notice in connection with this matter.

This is an outline of only **some** of your duties as conservator. It is **your** responsibility to obtain proper legal advice about your duties. Failure to do so may result in personal financial liability for any losses.

WARNING: FAILURE TO OBEY THE ORDERS OF THIS COURT AND THE STATUTORY PROVISIONS RELATING TO GUARDIANS AND CONSERVATORS MAY RESULT IN YOUR REMOVAL FROM OFFICE AND OTHER PENALTIES. IN SOME CIRCUMSTANCES, YOU MAY BE HELD IN CONTEMPT OF COURT, AND YOUR CONTEMPT MAY BE PUNISHED BY CONFINEMENT IN JAIL, FINE, OR BOTH.

DATED this _____ day of _____, 20 ____.

Judicial Officer's Signature

Judicial Officer's Name (Type or Print Name)

ACKNOWLEDGEMENT

I (We), the undersigned, acknowledge receiving a copy of this Order and agree to be bound by its provisions, whether or not read before signing, as long as serving as conservator.

Conservator's Signature

Date

Conservator's Name (Type or Print Name)

Co-Conservator's Signature (if any)

Date

Co-Conservator's Name (Type or Print Name)