

Checklist **Conservatorship**

Filing Fees:

\$142.00 (Includes 5 Certified Letters of Conservatorship)

Requirements

Conservatorship is a voluntary action taken by an adult who wishes to have assistance in managing their person or estate, but with oversight by the Probate Court. The petitioner for a conservatorship is an adult who is competent, but physically infirm. The petitioner must be a current resident of Greene County, Ohio. A conservator is chosen by the petitioner, subject to the Court's approval.

For more information on Conservatorship requirements, please refer to R.C. §2111.021 of the Ohio Revised Code, and Greene County Local Rule 66.1.

**Note: All paperwork must be typed. We will not accept handwritten documents.
All filings must be single-sided. We will not accept double-sided originals.
Please do not staple original paperwork. We cannot accept filings with staples.**

Initial filing

- Application for Appointment of Conservator (GC Form 104.7-A)
 - Bond commitment (if Conservator's Bond is not provided with initial filing) (See Local Rule 75.2(C))
- Entry Setting Hearing on Application for Appointment of Conservator (GC Form 104.7-B)
- Contact Information Form (GC Form 75.3-A)
- Self-Representation Acknowledgment (GC Form 75.1) *if applicable*
 - This form **must** be filed if applicant is not represented by an attorney.
- Conservator's Bond (GC Form 104.7-D)
 - Bond is required on all conservatorships of the estate; the Court will not entertain an application to dispense with bond
- Fiduciary's Acceptance – Conservatorship (GC Form 104.7-C)
- Judgment Entry Appointment of Conservator (GC Form 104.7-E)
- Oath of Conservator (GC Form 104.7-F)
- Order of Conservatorship (GC Form 104.7-G)

Later Filings

- Application to Release Funds to Conservator (GC Form 104.7-H) *if applicable*
- Application for Authority to Expend Funds - Conservatorship (GC Form 104.7-I) *if applicable*
- Conservator's Inventory (GC Form 104.7-J) *if applicable*
 - Due 3 months following the date of Appointment of Conservator
- Conservator's Account (GC Form 104.7-K) *if applicable*
 - Due 1 year following Appointment of Conservator, and then every other year thereafter.
 - See Greene County Local Rule 77 for citations and sanctions of late filings