

**IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT  
IN AND FOR PASCO COUNTY, FLORIDA**

**CASE MAINTENANCE REFERENCE GUIDE  
DOCUMENTS FOR GUARDIANSHIPS OF MINORS**

**I. PETITION FOR APPOINTMENT OF GUARDIAN OR PROFESSIONAL GUARDIAN F.S. 744.334 AND GUARDIANSHIP OF MINORS PROBATE RULE 5.555**

- Petition includes a Verified Statement.
- Facts to establish venue.
- Residence and post office address of petitioner(s).
- Name/Age/Residence and post office address of minor.
- Type and value of assets subject to guardianship.
- Names/Addresses of the parents of the minor and if none, the next of kin.
- Name/Residence and post office address of the proposed guardian.
- Relationship of proposed guardian to minor.
- Reasons why proposed guardian should be appointed.
- Statement that proposed guardian is a professional, if applicable
- Signature of petitioner(s).
- Signature of attorney.
- Attorney's address, telephone number including area code and Florida Bar number, **Judicial Rule 2.060(d)**.
- Application for Appointment of Guardian(s)
- Oath of Guardian Designation of Resident Agent and Acceptance.
- Professional Guardian - Blanket Bond/Credit History/Criminal Investigation/Education Requirements.
- Consents or Formal Notice and Proof of service of formal notice, if applicable.
- A Petition and Proposed Order Designating Depository Account.

**II. APPLICATION F.S. 744.3125 AND PROBATE RULE 5.590**

- Individual Applicants
- Qualifications to serve.
- Name/Court File Number/Circuit Court/Type of guardianship of all wards.
- Signature of applicant.

**Nonprofit Corporate Guardians**

- Quarterly Disclosure Statement with qualifications to serve.
- Name/Court File Number/Circuit Court/Type of guardianship of all wards.

**III. OATH OF GUARDIAN DESIGNATION OF RESIDENT AGENT ACCEPTANCE F.S. 744.347 AND PROBATE RULE 5.600 AND RESIDENT AGENT PROBATE RULE 5.110**

- Guardian's residence and post office address.
- Name/Residence and post office address of resident agent. Oath is notarized.
- Seal is affixed.
- Expiration date of commission is valid.
- Signature of guardian.
- Signature of notary.
- Signature of resident agent.
- Resident agent resides in the county where proceedings are pending, or is a member of the Florida Bar residing in the State of Florida.
- The Guardian is not the same person as the resident agent.

**IV. BOND F.S. 744.351**

- Signature of Guardian and date.

- Signature of Attorney-In-Fact and date.
- Seal is affixed.
- Correct amount of bond is reflected.
- Bond amount is in conformity with the limitations of the Power of Attorney.
- Bond must be signed by the Florida Resident Agent.
- The bond binds the Principal and Surety to the Governor of the State of Florida, jointly and severally.
- Court Requirement: The name, address and phone number of the local insurance agent is on the face of the bond.

**Other**

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