

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

**CASE MAINTENANCE REFERENCE GUIDE
FOR PETITION FOR AUTHORIZATION TO ACT
F.S. 744.447, F.S. 744.451 AND PROBATE RULE 5.630**

- Petition includes a Verified Statement.
- Expediency or necessity for the action.
- Description of property.
- Price and terms of any sale, mortgage, or other contract.
- Whether the ward has been adjudicated incapacitated to act with respect to the rights to be exercised.
- Whether the action requested conforms to the guardianship plan.
- Notice to the ward unless under 14 years of age or totally incapacitated.
- Notice to next of kin and persons who have filed requests for notices and copies.
- Signature of guardian(s).
- Signature of attorney.
- Attorney's address, telephone number including area code and Florida Bar number, **Judicial Rule 2.060(d)**.
- Proposed Order describes the permitted act and authorizes the guardian to perform or confirm the act.
- Proposed Order describes the property.
- Proposed Order fixes the price and terms of sale or states the sale shall be made to the highest bidder and that the Court reserves the right to reject all bids.

Other: _____

