

PETITION FOR GUARDIANSHIP FORM MUST BE COMPLETED LEGIBLY (IN BLACK INK OR TYPED) AND NOTARIZED OR WITNESSED BY A CLERK OF THE CIRCUIT COURT. (PHOTO ID IS REQUIRED)

ENTRY OF APPEARANCE FORM – ONE MUST BE SIGNED BY BOTH PARENTS AND NOTARIZED OR WITNESSED BY A CLERK OF THE CIRCUIT COURT. (PHOTO ID IS REQUIRED)

IF ONE OR BOTH PARENTS WHEREABOUTS ARE UNKNOWN A PUBLICATION MUST BE PUBLISHED ONCE A WEEK FOR 3 CONSECUTIVE WEEKS IN A ST. CLAIR COUNTY, IL NEWSPAPER. (THE PUBLICATION IS DONE AFTER YOU FILE THE PETITION FOR GUARDIANSHIP AND HAVE A COURT DATE SET)

IF ONE OR BOTH PARENTS ARE DECEASED A COPY OF THE DEATH CERTIFICATE IS REQUIRED.

THE PROPOSED GUARDIAN(S), THE MINOR(S) & THE PARENTS (IF THERE IS NOT A NOTARIZED ENTRY OF APPEARANCE) MUST APPEAR ON THE COURT DATE.

AN ANNUAL REPORT WILL BE REQUIRED TO BE FILED EVERY YEAR BY THE GUARDIAN. IF THE GUARDIAN'S ADDRESS CHANGES, A WRITTEN CHANGE OF ADDRESS MUST BE FILED WITH THE CIRCUIT CLERK'S OFFICE. (A FORM WILL BE PROVIDED FOR THE FIRST REPORT DUE AND IS ALSO AVAILABLE TO BE PICKED UP FROM THE CIRCUIT CLERK'S OFFICE OR AT WWW.CIRCUITCLERK.CO.ST-CLAIR.IL.US)

NOTICE TO PERSONS FILING PETITION FOR GUARDIAN OF A MINOR

The filing of a petition to have a person appointed as guardian of a minor child means that the Circuit Court assumes authority to oversee the action of the guardian in the life of the child and requires that the guardian report to the court on a regular basis about the activities of the child and of the guardian and that the guardian report annually as to all income and expenses for the benefit of the child. Furthermore, the guardian takes over the responsibilities of the parents of the child; and the guardian retains those responsibilities until the court has terminated the guardianship or until the child reaches the age of legal majority.

Many people wish to have a guardian appointed for a limited period of time because a parent or both parents will not be able to care for the child for only a short time. Before you file for a guardian for a child under these circumstances, you should be aware of the provisions of the Illinois Statutes relating to appointment of a short-term guardian, which does not require the filing of a court proceeding. These statutory provisions are found in section 11-5.4 and 11-13.2 of the Illinois Probate Act (755ILCS 5/11-5.4 and 11-13.2). This procedure may be particularly appropriate when for any reason the parent will not be able to exercise control over the child for a short time. The appointment of a short-term guardian is accomplished by the parents and the guardian filling out a form found in the statute and is effective for up to 60 days. The appointment may be renewed for successive periods of time by executing successive forms.

There are also situations which may be better served by the grant of a power of attorney to the person who will have control over the minor child. If the purpose for which guardianship is sought is to provide schooling for the child, some school districts will accept power of attorney of an affidavit in place of a court-appointed guardianship. You should check with the school authorities to determine if this procedure is available. You should be aware that a school district is not required to honor a court appointment of a guardian if the school authorities determine that full responsibilities and control over the child are not in fact transferred to the guardian by the parents.

Finally, if you have any questions about how to proceed or about the legal consequences of any of the information in this Notice, you should consult with an attorney.

Chief Judge
Circuit Court of St. Clair County

Kinnis Williams, Sr.
St. Clair County Circuit Clerk

3. The person asking for appointment of a guardian is related to the minor(s) in the following manner (**circle one**): Mother Father Grandmother Grandfather Aunt Uncle Brother Sister Other (specify): _____

4. The names and address of the nearest relatives of the minor(s) are (if answer is none or any information is unknown, so state):

(a) **Parents of the Minor:**

Father

Last Name	First Name	Middle Name	Street Address	City/State/Zip	Telephone No.
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Mother

Last Name	First Name	Middle Name	Street Address	City/State/Zip	Telephone No.
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(b) **Adult Brother and Sisters of the Minor** (State whether brother or sister):

Last Name	First Name	Middle Name	Street Address	City/State/Zip	Telephone No.
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Last Name	First Name	Middle Name	Street Address	City/State/Zip	Telephone No.
-----------	------------	-------------	----------------	----------------	---------------

Last Name	First Name	Middle Name	Street Address	City/State/Zip	Telephone No.
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(c) **Other Adult Close Relatives of the Minor** (State relationship- i.e. aunt, etc.):

Last Name	First Name	Middle Name	Street Address	City/State/Zip	Telephone No.
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Last Name	First Name	Middle Name	Street Address	City/State/Zip	Telephone No.
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Last Name	First Name	Middle Name	Street Address	City/State/Zip	Telephone No.
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Last Name	First Name	Middle Name	Street Address	City/State/Zip	Telephone No.
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5. The value of the minor(s) real and personal estate, if any, is listed on Schedule A, which is attached hereto and incorporated herein by this reference.

6. The amount of the minor(s) anticipated gross annual income and other receipts, if any, is listed on Schedule A, which is attached hereto and incorporated herein by this reference.

7. (a) The proposed guardian's name is _____.
Last Name First Name Middle Name

(b) The proposed guardian is related to the minor(s) in the following manners:
Circle One: Mother Father Grandmother Grandfather Brother Sister Aunt Uncle Other (specify): _____.

(c) The proposed guardian's age is _____ years.

(d) The proposed guardian's address is:

Street Address

City/State/Zip

County

Telephone No.

E-mail Address

(e) The proposed guardian's occupation is:_____.

(f) The proposed guardian is a U.S. citizen (Required by Statue) () Yes () No

(g) Is proposed guardian a convicted felon? () Yes () No

8. Petitioner states that it is necessary or convenient that a guardian of the person of the above minor(s) be appointed because **(Petitioner must explain fully why a guardian should be appointed, e.g., for school purposes, medical purposes, etc.):**_____

9. If appointment of a guardian will result in the minor(s) attending school different from that in which minor is presently enrolled, petitioner has attached hereto a letter from the appropriate school official agreeing to allow the minor(s) to enroll in said school.

Petitioner's Signature

Street Address

City/State/Zip

Telephone No.

E-mail Address

Subscribe and sworn to before me on this _____ day of _____, 20_____.

SEAL

Notary Public or Clerk of the Circuit Court

Attach to Petition:

- (1) Nomination, if applicable.
- (2) Schedule A- Listing of Minor(s) Property and Income, if any
- (3) Oath of Guardian

NOTICE OF HEARING

Hearing on the foregoing petition is hereby set for _____, 20____,
at _____am/pm in Courtroom No. _____, St. Clair County Building, 10
Public Square, Belleville, Il. 62220.

Kinnis Williams, Sr., Clerk of the Circuit Court

By: _____
Deputy Clerk

NOMINATION

I, a minor over 14 years of age, nominate _____
(Name of person sought to be appointed as guardian)
as guardian of my person **ONLY**.

DATE: _____

Signature of Minor

Signature of Minor

Signature of Minor

Signature of Minor

SCHEDULE A

IN RE: PETITION FOR GUARDIANSHIP OF :)

_____)
_____)
_____)
_____)
_____)

NO. _____

1. _____, Petitioner in the above cause, hereby states under oath that the minor(s) herein own or have a beneficial interest in the following real estate. (Here list any legal or equitable interest the minor may have in any real property. Also, list address of the property and its approximate value. If minor neither owns nor has an interest in any real estate, state "NONE").

2. _____, Petitioner in the above cause, hereby states under oath that the minor(s) herein own or have an interest in the following personal property. (Here list any bank accounts, trust funds, automobiles, other personal estate having any substantial value- it is not necessary to list clothing, toys, items having no substantial market value. If minor(s) only personal property consist of such items, state "NONE").

3. _____, Petitioner in the above cause, hereby states under oath that the herein minor(s) approximate monthly income is: (Here state the approximate amount of each minor(s) monthly income and the source of said income. List any income from any bank accounts, trust funds, social security, railroad retirement, etc.).

_____ Minor's Name	_____ Approximate Monthly Income	_____ Source
_____ Minor's Name	_____ Approximate Monthly Income	_____ Source
_____ Minor's Name	_____ Approximate Monthly Income	_____ Source
_____ Minor's Name	_____ Approximate Monthly Income	_____ Source

Petitioner understands that this Schedule A is given under oath and incorporated into the petition herein.

Petitioner Signature

Subscribed and sworn to before me this _____ day of _____ 20__.

Notary Public or Clerk of the Circuit Court

ENTRY OF APPEARANCE

I, _____, being the natural parent of _____,
a minor, am aware of the filing of a Petition for Guardian with the Court. I do hereby approve of
a guardian being appointed for the said minor child as set forth in the Petition.

DATED: _____

Mother's Signature

Signed and Sworn before me this _____ day of _____ 20_____.

SEAL

Notary or Clerk of the Circuit Court

**NOTE: THIS IS A LEGAL DOCUMENT. BY SIGNING THIS, YOU ARE
AGREEING TO GIVE THE GUARDIAN GUARDIANSHIP OF YOUR
CHILD OR CHILDREN. IF YOU HAVE ANY QUESTIONS ABOUT THIS,
OR IF YOU DO NOT UNDERSTAND THIS DOCUMENT, SEEK LEGAL
ADVICE BEFORE SIGNING.**

ENTRY OF APPEARANCE

I, _____, being the natural parent of _____,
a minor, am aware of the filing of a Petition for Guardian with the Court. I do hereby approve of
a guardian being appointed for the said minor child as set forth in the Petition.

DATED: _____

Father's Signature

Signed and Sworn before me this _____ day of _____ 20_____.

SEAL

Notary or Clerk of the Circuit Court

**NOTE: THIS IS A LEGAL DOCUMENT. BY SIGNING THIS, YOU ARE
AGREEING TO GIVE THE GUARDIAN GUARDIANSHIP OF YOUR
CHILD OR CHILDREN. IF YOU HAVE ANY QUESTIONS ABOUT THIS,
OR IF YOU DO NOT UNDERSTAND THIS DOCUMENT, SEEK LEGAL
ADVICE BEFORE SIGNING.**