

PROBATE COURT OF FRANKLIN COUNTY, OHIO
JEFFREY D. MACKEY, JUDGE

IN THE MATTER OF
THE GUARDIANSHIP OF _____

CASE NO. _____

MINOR GUARDIANSHIP INFORMATION SHEET

At the time of the filing of the Application For Guardianship of the person, or estate of a minor, you need the following:

1. A completed packet of forms - all forms must be signed in ink.
2. A photocopy of the Applicant's photo identification.
3. The minor(s) birth certificate.
4. A photocopy of the minor parent's photo identification.
5. Application fee of \$124.00 via a cashier's check, money order, or law firm check. No personal checks.
6. All applicants must provide a state of Ohio BCI background check prior to the hearing. More information on where to obtain a background check may be found at:
www.ohioattorneygeneral.gov/FAQ/Background-check-FAQs

If the applicant has not been an Ohio resident for the past five years, please also provide an FBI background check before the hearing. See www.fbi.gov for more information.

7. Any minor age fourteen (14) or older must receive notice of the hearing and an opportunity to select a guardian at least seven (7) days prior to the hearing.

After the guardianship hearing a guardianship clerk will contact you regarding outstanding court costs and filing fees due.

NOTICE: Unless continued for good cause, failure to appear at the scheduled hearing will result in your case being dismissed. Your costs will not be returned.

Franklin County Probate Court
Judge Jeffrey D. Mackey
373 South High Street, 22nd Floor
Columbus, Ohio 43215

Website: franklincountyohio.gov/probate
Guardianship Department Phone (614) 525-3841