



Jeffrey D. Mackey, Judge

Franklin County Probate Court

373 SOUTH HIGH STREET, 22ND FLOOR, COLUMBUS, OHIO 43215-6311

probate.franklincountyohio.gov

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The Franklin County Probate Court has jurisdiction over guardianship cases for adults and minors who are residents of the county. Guardians must follow orders of the Court that concern their case and the Court shall seek best interests of wards, including how funds are expended from custodial accounts.

All forms can be found at: <https://probate.franklincountyohio.gov/forms/custodial-account>

How to Request Permission to Expend Funds from a Custodial Account:

- You must submit an application for authority to expend funds, including an itemized list of each expense including a detailed description of the item/service to be purchased with a completed Household Resource Worksheet.
 - Form 15.7A - Application for Authority to Expend Funds From Custodial Account, to be used in all minor settlement, guardianship, and dispense with guardianship cases.
 - Form 25.9 - Application for Authority to Expend Funds, to be used in all trust cases.
 - Additional information should be attached to the application at the time of filing, including but not limited to
 - invoice from the seller showing the cost
 - a complete statement as to why the ward's funds should be used for the purchase.
 - A completed Form PC-15.7: Household Resource Worksheet must be filed with every expenditure request involving a minor.
- If you are seeking reimbursement for a cost already incurred, reimbursement is not guaranteed. Please provide all applicable receipts.
- Applications without sufficient documentation may be denied.
- Parents have financial responsibility for their minor children's care, medical and dental expenses, education, and general support. This Court typically does not approve expenditures for cars or other expenses deemed to be a primary parental responsibility.
- Payment of the filing fee is due at the time application is filed.
 - The cost is \$16.00, which filing fee for an application of up to four pages, the entry approving or denying the application, and a certified copy of the entry.
 - If the Application and supporting documents exceed four pages, there is an additional fee of \$1.00 per page for each page after the first four pages.
 - Payment may be made via cash, money order, attorney or personal check, debit or credit card.
- Applications shall be submitted initially to the Custodial Department and then to the docketing and cashier clerk. You may submit your application in person between 8:00 a.m. until 4:00 p.m. or by mail to Franklin County Probate Court, Attn: Custodial Dept., 373 S. High ST. 22nd floor, Columbus, OH 43215
- Applications to expend funds will be reviewed by court staff once per week. For your planning purposes, please allow two to three weeks for the Court to make a final determination. A copy of the entry will be mailed to the address of record for the applicant. You should verify that the Court has your current address.