



Montgomery County Probate Court
Judge David D. Brannon

Guardian Email Form

As a guardian, you play a very important role in the life of your ward. If you are the guardian of the person, you are responsible for making sure that your ward receives proper care. If you are the guardian of the estate, you are responsible for making sure that your ward's property is properly managed.

In order to make sure that you are meeting your responsibilities as guardian, you are required to file certain reports with the Court. If you are the guardian of the person, you are required to file a Guardian's Report and an Annual Guardianship Plan every year, and a Statement of Expert Evaluation every other year. If you are the guardian of the estate, you are required to file a Guardian's Inventory within 90 days of your appointment and a Guardian's Account every year.

To help you meet these reporting requirements, Montgomery County Probate Court offers an email reminder service. As part of the service, the Court will send you an email reminder approximately 30 days before the Guardian's Report, Annual Guardianship Plan, Guardian's Inventory, and/or Guardian's Account are due. If you would like to receive email reminders, please provide all of the information requested below.

PLEASE NOTE: It is your responsibility to keep track of reporting requirements and due dates. The Court's email reminder service is offered as a courtesy. Due to the possibility of human and technological error, you may not rely upon this service as the sole method of keeping track of reporting requirements and due dates.

Today's Date: _____

Case Number: _____

Guardian's First Name: _____

Guardian's Middle Name or Initial: _____

Guardian's Last Name: _____

Email Address: _____

Guardian's Signature: _____

If any information on this form changes, please complete and submit a new form to the Court. If you no longer wish to receive email reminders, please submit a written request to the Court.