

GUARDIANSHIP AND/OR CONSERVATORSHIP OF AN ADULT (NON-EMERGENCY) A.R.S. Title 14, Chapter 5

Follow the steps below:

1. a. If for Guardianship only, complete the forms entitled: "Petition for Permanent Guardianship Only"; "Hearing Prep Packet Guardianship"; and "Notice Packet for Guardianship and/or Conservatorship". <hyperlinks>
- b. If for Conservatorship only, complete the forms entitled "Petition for Permanent Conservatorship Only"; "Hearing Prep Packet Conservatorship"; and "Notice Packet for Guardianship and/or Conservatorship" . <hyperlinks>
- c. If for Guardianship and Conservatorship, complete the forms entitled "Petition for Permanent Guardianship and Conservatorship"; Hearing Prep Packet for Guardianship or Conservatorship; and "Notice Packet for Guardianship and/or Conservatorship". <hyperlinks>

2. File the necessary documents with:
Probate Clerk
Pima County Superior Court
110 W. Congress, 1st Floor
Tucson, AZ 85701
-and-
Pay the filing Fee <hyperlink to Clerk's fees page>

3. The Clerk will send the documents to a Commissioner for review. The Commissioner's JAA will set a date and time on the "Notice of Hearing" and a copy will be mailed to the Petitioner.

4. a. On the day of the hearing, the Commissioner will hear testimony and will make a ruling on the appointment of a permanent Guardian and/or Conservator.
- b. If for Guardian, follow the instructions on the forms entitled: "Post-appointment Guardian's Packet". <hyperlink>
- c. If for Conservator, follow the instructions on the forms entitled: "First Conservator's Accounting".
- d. If the Petition is contested/objected, <hyperlink to form entitled: *Objection to Document filed*> the Commissioner will transfer the case to the Presiding Judge. A status and scheduling conference will be set on the Presiding Judge's calendar in about 2-3 weeks. At the scheduling conference, the Presiding Judge will set a trial/evidentiary hearing date.