



Superior Court of California  
COUNTY OF ALAMEDA

Probate Clerk's Office  
Berkeley Courthouse  
2120 Martin Luther King Jr. Way  
Berkeley, CA 94704  
Telephone: (510) 647-4439

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## PROBATE CONSERVATORSHIP PACKET

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This packet contains the Judicial Council forms required to file a Petition for Appointment of Probate Conservator of person, estate, or person and estate. It is recommended that you **bring 2 additional copies of the completed forms** when you file the petition and subsequent documents with the clerk of the court.

**Note:** The clerk will retain the original(s) and return two endorsed filed copies to you.

The Judicial Council of California developed a Handbook for Conservators 2016, which requires all conservators to acknowledge receipt of the handbook.

The handbook can be downloaded at <http://www.courts.ca.gov/documents/handbook.pdf>.

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**To begin the process for appointment of a probate conservator, please complete the following Judicial Council forms:**

Description	Form No.	Date Revised
Petition for Appointment of Probate Conservator	GC-310	Jan 1, 2019
Confidential Supplemental Information (Probate Conservatorship)	GC-312	Jan 1, 2001
Confidential Conservator Screening Form	GC-314	Jul 1, 2009
Capacity Declaration - Conservatorship	GC-335	Jan 1, 2019
Major Neurocognitive Disorder Attachment to Capacity Declaration - Conservatorship	GC-335A	Jan 1, 2019
Notice of Hearing - Guardianship or Conservatorship	GC-020	Jul 1, 2005
Proof of Personal Service of Notice of Hearing - Guardianship or Conservatorship (Probate - Guardianships and Conservatorships)	GC-020(P)	Jul 1, 2005
Attachment Requesting Special Orders Regarding a Major Neurocognitive Disorder	GC-313	Jan 1, 2019
Citation for Conservatorship (Probate – Guardianships and Conservatorships)	GC-320	Jul 1, 2016
Order Appointing Probate Conservator (Probate – Guardianships and Conservatorships)	GC-340	Jan 15, 2016
Duties of Conservator and Acknowledgment of Receipt of Handbook for Conservators (Probate – Guardianships and Conservatorships)	GC-348	Jan 1, 2011
Conservatorship Registrant's Acknowledgment of Receipt of Handbook for Conservators (Probate – Guardianships and Conservatorships)	GC-362	Jan 1, 2016

**Other Judicial Council forms which may be submitted before or after the date of the hearing:**

Description	Form No.	Date Revised
Professional Fiduciary Attachment to Petition for Appointment of Guardian or Conservator (Probate – Guardianships and Conservatorships)	GC-210(A-PF)/ GC-310(A-PF)	Jul 1, 2009
Notice of Conservatee's Rights (Probate – Guardianships and Conservatorships)	GC-341	Jan 1, 2008
Letters of Conservatorship (Probate – Guardianships and Conservatorships)* <i>*Note: Only submit Letters to the clerk for issuance and filing <u>after</u> entry of the court's order.</i>	GC-350	Jul 1, 2015
Determination of Conservatee's Appropriate Level of Care (Probate – Guardianships and Conservatorships)	GC-355	Jul 1, 2011

**Filing fee required:**

Petition for appointment of conservator of the person, estate, <u>or</u> conservator of the person <u>and</u> estate	<b>Filing fee*:</b> \$435
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**\*NOTE: If you cannot afford to pay the filing fee(s), you may request a fee waiver:**

Description	Form No.	Date Revised
Request to Waive Court Fees (Ward or Conservatee)	FW-001-GC	Mar 14, 2022
Information Sheet on Waiver of Court Fees	FW-001-INFO	Jan 1, 2021

All Judicial Council forms are available online at: <http://www.courts.ca.gov/forms.htm>

For more information regarding Conservatorships, please visit:

<http://www.courts.ca.gov/selfhelp-conservatorship.htm>