

WASHTENAW COUNTY TRIAL COURT



Julia Owdziej
Probate Court Judge

101 E. Huron Street, PO Box 8645
Ann Arbor, MI 48107-8645
(734) 222-3072

Robert Carbeck
Probate Register

Laurynn Mancini
Deputy Probate Register

Petition for Conservatorship and/or Protective Order (Adult or Minor)

When filing a petition in Probate Court you must prepare the forms listed below before your petition will be scheduled for a hearing. All forms are available at: www.courts.mi.gov. In-person filing is available via the clerk's office Monday-Friday from 8:00 am to 4:30 pm (excluding holidays). Filings can also be mailed to the address above. Please visit our website for more detailed information regarding conservatorships at: <http://www.washtenaw.org/1188/Conservatorship>.

Please review form PC667 – What You Need to Know Before Filing a Petition to Appoint a Conservator

Required Forms:

- PC 639 – Petition for Appointment of Conservator and/or Protective Order (Form Instructions Included)
- MC 97 – Protected Personal Identifying Information
- PC 668 – Notice on Petition for Conservator or Protective Order
- PC 564 – Proof of Service of the Petition and Notice of Hearing on the Interested Parties (may be submitted up to the time of the hearing)

Additional Forms Required for Appointment of Conservator:

- PC 571 – Acceptance of Appointment (signed)
- MC 97a – Addendum to Protected Personal Identifying Information
- Copy of proposed conservator's Driver's License or State ID

There is a \$175 filing fee that must be paid or waived at the time of filing. If you require a fee waiver, please file form MC 20 – Fee Waiver Request. The certification fee for Letters of Conservatorship is \$12.00 per certified copy – this fee cannot be waived. Certified copies will not be released until the fee is paid. Please note all transactions are final. There are no refunds for fees paid regardless of the outcome.

If applicable:

- PC 617 - Declaration of Intent to Give Notice by Publication
- PC 561 – Waiver and Consent
- MC 286 – Order Requesting Prisoner Participation in Court Proceedings

This information is not intended to be a substitute for legal advice. Although an attorney is not required, it is highly recommended that you consult an attorney. Court staff is not allowed to give legal advice.

Members of the Washtenaw County Bar Association (WCBA) who specialized in probate matters are available to answer questions at no cost on the first Wednesday of the month from 11:00 a.m. to 1:00 p.m. Registration is required for a 20-minute session. You may register by contacting the WCBA office at 734-996-3229. The WCBA also has a Lawyer Referral and Information Service if you are interested in hiring an attorney.

Other legal resources: Michigan Legal Help Website: <http://michiganlegalhelp.org> ; Legal Resource Center's Phone Number: 734-994-0160