

<input type="checkbox"/> District Court <input type="checkbox"/> Denver Probate Court _____ County, Colorado Court Address: _____		
<b>In the Interest of:</b> _____		
<b>Protected Person</b> _____		▲ COURT USE ONLY ▲
<b>Attorney or Party Without Attorney (Name and Address):</b> _____ Phone Number: _____      E-mail: _____ FAX Number: _____      Atty. Reg. #: _____		<b>Case Number:</b> _____ Division _____      Courtroom _____

**CONSERVATOR'S REPORT     ADULT     MINOR**

ANNUAL REPORT     AMENDED REPORT

CURRENT REPORTING PERIOD FROM \_\_\_\_\_ TO \_\_\_\_\_  
   (MM/DD/YYYY)                     (MM/DD/YYYY)

INTERIM REPORT DUE ON \_\_\_\_\_     FINAL REPORT

If Final Report, indicate why:     Protected Person deceased     Minor turned 21     Judicial Order

**PART A:      CONTACT INFORMATION**

**Protected Person's Information:**                             Check if Updated Information from last Report  
**Name:** \_\_\_\_\_      **Date of Birth:** \_\_\_\_\_  
 Address: \_\_\_\_\_

(Include Name of Living Center or Nursing Home)  
 City: \_\_\_\_\_      State: \_\_\_\_\_      Zip Code: \_\_\_\_\_  
 Telephone Number: \_\_\_\_\_      Last 4 digits of Social Security #: \_\_\_\_\_

**Conservator's Information:**                             Check if Updated Information from last Report  
**Name:** \_\_\_\_\_      **Date of Birth:** \_\_\_\_\_  
 Last 4 digits of Social Security #: \_\_\_\_\_

**NOTE:** Agency designees and professional fiduciaries need not provide their DOB or last 4 digits of their SSN.

Occupation: \_\_\_\_\_      Your Relationship to Protected Person: \_\_\_\_\_  
 Address: \_\_\_\_\_      Apt. # \_\_\_\_\_  
 City: \_\_\_\_\_      State: \_\_\_\_\_      Zip Code: \_\_\_\_\_      E-Mail Address: \_\_\_\_\_  
 Telephone Numbers: Home \_\_\_\_\_      Work \_\_\_\_\_      Cell \_\_\_\_\_  
 Have you had any criminal charges filed against you or convictions entered since the last report?     Yes     No  
 If Yes, explain: \_\_\_\_\_

**Co-Conservator's Information:** (if applicable)     Check if Updated Information from last Report  
**Name:** \_\_\_\_\_      **Date of Birth:** \_\_\_\_\_  
 Last 4 digits of Social Security #: \_\_\_\_\_

Occupation: \_\_\_\_\_      Your Relationship to Protected Person: \_\_\_\_\_  
 Address: \_\_\_\_\_      Apt. # \_\_\_\_\_  
 City: \_\_\_\_\_      State: \_\_\_\_\_      Zip Code: \_\_\_\_\_      E-Mail Address: \_\_\_\_\_  
 Telephone Numbers: Home \_\_\_\_\_      Work \_\_\_\_\_      Cell \_\_\_\_\_  
 Have you had any criminal charges filed against you or convictions entered since the last report?     Yes     No

If Yes, explain: \_\_\_\_\_

**\*\*\* Notice to Interested Persons:** Interested persons have the responsibility to protect their own rights and interests within the time and in the manner provided by the Probate Code, including the appropriateness of disbursements, the compensation of fiduciaries, attorneys, and others, and the distribution of estate assets. Interested persons may file an objection with the Court. The Court will not review or adjudicate these or other matters unless specifically requested to do so by an interested person.

**PART B: CONSERVATORSHIP ISSUES**

1. Is there a continued need for the Conservatorship? Yes No If **No**, describe why and what steps should be taken. If you would like the Court to take action, you *must* file a motion with the Court.
  
2. Are the remaining assets in the estate sufficient to provide for the present and future care of the protected person? Yes No If **No**, describe why and what steps should be taken. If you would like the Court to take action, you *must* file a motion with the Court.
  
3. Should there be a change in scope of the Conservatorship? Yes No If **Yes**, describe why and what steps should be taken. If you would like the Court to take action, you *must* file a motion with the Court.
  
4. **Attach a copy of the Bond to this Report, unless the Bond was waived or not required by the Court.** What is the amount of the Bond? \$ \_\_\_\_\_. Is the amount of the Bond sufficient to cover all unrestricted assets? Yes No If **No**, describe why and what steps should be taken. If you are requesting a change to the Bond, you *must* file a motion with the Court.

**INSTRUCTIONS ON HOW TO COMPLETE THIS FORM**

The Conservator's Report must be filed annually pursuant to §15-14-420, C.R.S. Part C of this report concerns the information necessary to satisfy the court that the Conservator has maintained a complete accounting of all financial transactions and managed the Protected Person's estate responsibly.

**Step 1** is a financial transaction detail and should be completed for each bank or investment account. A spreadsheet or report from personal accounting software may also be submitted in lieu of completing the transaction detail.

**Steps 2 and 3** summarize the income and expense for the reporting period and compare those amounts to the previous period or the Financial Plan. Explain the cause for any changes between the current period amounts and amounts from the prior period or the Financial Plan.

**Step 4** reports additional detail for fees paid to professionals including the hourly rate, number of hour worked, and description of services provided.

**Steps 5 and 6** summarize assets and liabilities as of the reporting date and compare those amounts to the previous period or the Inventory. In addition to explaining the cause for any changes between the current period amounts and amounts from the prior period or the Inventory, provide specific detail regarding any asset purchases or sales.

**Step 7** is a summary. Transfer the respective income and expense totals from Steps 2 and 3 as well as the asset and liability totals in steps 5 and 6 to the appropriate lines in Step 7 to calculate the net income and net worth.

**Part C: FINANCIAL INFORMATION**

**Step 1: Detail Listing of Receipts/Income and Disbursements/Expenses**

**Complete this Detail for all bank accounts.** Make additional copies of this form as necessary. Alternatively, Check Register form JDF 871, a spreadsheet, or a report from personal accounting software may be attached. Please list all transactions, including Income (deposits) and Expenses (withdrawals), for the entire reporting period. Each Receipt/Income item should be listed in the Amount Received column and each Disbursement/Expense item should be listed in the Amount Disbursed column. **\*\* Note:** This report should resemble a check register for each bank account.

**Name of Bank:** \_\_\_\_\_ **Account Number** (last 4-digits only): \_\_\_\_\_

<b>Date</b>	<b>Check or I.D. No.</b>	<b>Description of item Received or Disbursed, include Name of Payee (if Disbursement)</b>	<b>Amount Received</b>	<b>Amount Disbursed</b>
Page _____ of _____ May continue entries on Check Register Form JDF 871			\$	\$

Check here if additional detailed spreadsheets are attached to this report.

**Individual Bank Account Summary**

**Beginning Cash Balance**                    \$ \_\_\_\_\_ (Balance from prior year Report or Inventory)

**Add: Total Amount of Income**            + \$ \_\_\_\_\_ (Total Income received from detail above)

**Add: Total Amount Received as Transfer** + \$ \_\_\_\_\_ (Total transferred from other bank accounts)

**Less: Total Amount Disbursed**            - \$ \_\_\_\_\_ (Total disbursements from detail above)

**Less: Total Amount Transferred out**      - \$ \_\_\_\_\_ (Total transfers moved to other accounts)

  

**Ending Cash Balance**                      = \$ \_\_\_\_\_ (Transfer this account balance to Step 5.)  
 (This will be the beginning balance on next year’s report)

**Step 2: Receipts and Income**

**Column A:** Is this the first annual Conservator’s Report filed? Yes No

If **Yes**, use the amounts from the Inventory with Financial Plan (JDF 882) to complete Column A that is marked with an asterisk (\*) below. If **No**, use the amounts from the prior Conservator’s Report filed to complete Column A that is marked with an asterisk (\*) below.

**Column B:** Transfer all individual income category totals from completed Detail Listing in Step 1 or attached spread sheet.

**Column C:** Calculate and record the difference between Column A and Column B.

<b>Description of Receipt/Income Category</b> List Total Receipts/Income from Detail Listing (From Step 1 or Separate Spreadsheet)	<b>Column A</b> *Total Amount of Receipts / Income from <input type="checkbox"/> <b>Prior</b> Reporting Period or <input type="checkbox"/> Financial Plan	<b>Column B</b> Total Amount of Receipts / Income for <b>Current</b> Reporting Period	<b>Column C</b> <b>Change</b> in Amount of Receipt/Income  Indicate +/-
Wages			
Social Security			
Interest / Dividends			
Pensions / Retirement Plan Distributions			
Tax Refunds			
Proceeds from Sales of Assets			
Rental Income			
Gifts from Others			
Disability, Unemployment or Worker’s Compensation			
Other Public Assistance			
Other Receipts / Income (Please list)			
<b>TOTALS (Move to Step 7)</b>			

**Have Total Receipts/Income in Column B changed from the Prior Reporting Period or Financial Plan totals in Column A ?** Yes No

If **Yes**, explain the changes below. Please include a description of any changes or unanticipated transactions. If income and expenses are anticipated to differ going forward, it may be necessary to file an Amended Inventory with Financial Plan and Motion for Approval (JDF 882) or a separate petition for approval with the court.

**Step 3: Disbursements/Expenses**

**Column A:** Use the amounts from the Inventory with Financial Plan (JDF 882) or from the prior Conservator’s Report filed to complete Column A that is marked with an asterisk (\*) below.

**Column B:** Transfer all individual expense category “totals” from completed Detail Listing in Step 1 or attached spread sheet.

**Column C:** Calculate and record the difference between Column A and Column B.

<b>Description of Disbursement / Expense Category</b>  List Total Disbursements/Expenses from Detail Listing (From Step 1 or Separate Spreadsheet)	<b>Column A</b> *Total Amount of Disbursement / Expense from <input type="checkbox"/> <b>Prior</b> Reporting Period or <input type="checkbox"/> Financial Plan	<b>Column B</b> Total Amount of Disbursement / Expense for <b>Current</b> Reporting Period	<b>Column C</b> <b>Change</b> in amount of Disbursement/Expense  Indicate +/-
Total Professional Fees and Costs Paid (From Step 4)			
Distributions to Protected Person			
Income Taxes			
FICA and Medicare Taxes			
Health Care (include insurance & medication)			
Other Insurance			
Rent or Mortgage			
Property Taxes and Assessments			
Repairs and Maintenance			
Utilities, including phones			
Home Furnishings			
Food and Household Supplies			
Clothing			
Personal Care			
Auto Expenses			
Education			
Entertainment, Vacations and Travel			
Gifts			
Other Disbursements/Expenses (Please list)			
<b>TOTALS (Move these totals to Step 7)</b>			

**Step 4: Professional Fees Detail**

List all professionals paid. Include the hourly rate, number of hours worked, fees and costs, as well a description of the services provided and the benefit to the estate.

Name of Professional	Hourly Rate (Range)	No. of Hours Worked	Total Hourly Fees	Other Costs Charged	Brief Description of Services Provided and Benefit to the Estate
Conservator fees					
Guardian fees					
Guardian ad litem					
Legal Fees for Protected Party					
Legal Fees for Conservator					
Legal Fees for Guardian					
Legal Fees for GAL					
Accountant / CPA					
Other:					
<b>TOTAL (Fees and Costs) (Move these totals to Step 3)</b>					

Have Total Disbursements/Expenses in Step 3, Column B  Increased or  Decreased from the Prior Reporting Period or Financial Plan in Step 3, Column A?

Explain the changes below. Please include a description of any changes or unanticipated transactions. A separate petition for approval may need to be filed with the court for significant changes outside the amounts allowed in the Inventory and Financial Plan.

**Step 5: Assets**

**Column A:** List the last 4 digits of all bank, investment or other financial accounts.

**Column B:** List name of the bank or financial institution in which accounts are being held, or describe specific asset.

**Column C:** Use amounts from the original Inventory with Financial Plan (JDF 882) **or** from the prior Conservator's Report filed, to complete Column C marked with an asterisk (\*) below.

**Column D:** List all cash and investment account balances. These should coincide and be transferred from the Ending Cash Balances on the Detail Listing in Step 1.

**Column E:** Calculate and record the difference between Column C and Column D.

Vehicles, real estate, and all other assets should be valued at what the asset could be sold for in its current condition (i.e. Fair Market Value).

<b>Description of Asset</b> (Identify all accounts)	<b>Column A</b> Account Number (last 4 digits)	<b>Column B</b> Name of Financial Institution or Description of Asset	<b>Column C</b> * Fair Market Value <input type="checkbox"/> as of Last Day of <b>Prior</b> Reporting Period or <input type="checkbox"/> Inventory	<b>Column D</b> Fair Market Value (as of Last Day of <b>Current</b> Reporting Period)	<b>Column E</b> <b>Change</b> in Value of Asset  <i>Indicate +/-</i>
Checking Accounts Balance from Step 1					
Savings Accounts Balance from Step 1					
Other Cash Accounts, Money Markets & CD's					
Stocks					
Bonds					
Mutual Funds					
Other Financial Investments					
Life Insurance (Cash Value)					
Pension & Retirement (vested portion)					
IRA's / 401(k)'s					
Annuities					
Motor Vehicles					
Real Estate					
Home Furnishings					
Collections (e.g., stamps or coins)					
List Other Assets					
List Other Assets					
List Other Assets					
<b>TOTALS (Move these totals to Step 7)</b>					

Have Total Assets in Step 5, Column D changed from the last day of the Prior Reporting Period or Inventory in Step 5, Column C? Yes No

Provide additional detail for any assets on the preceding schedule that were purchased during the reporting period. Include a description of the asset purchased, the purchase price, purchase date, and source of funding for the purchase (e.g. cash, loan, sale of another other asset, etc.).

Description of Asset	Purchase Price	Purchase Date	Purchase method

Provide detail for any assets on the preceding schedule that were sold during the reporting period. Include a description of the asset sold, the sale price, sale date, and use of funds proceeds from the sale (e.g. living expenses, extinguish debt, purchase of another asset, etc.).

Description of Asset	Sale Price	Sale Date	Use of Proceeds

Please include a description of any other changes to the value of estate assets.



**Step 6: Liabilities/Debts**

**Column A:** List the last 4 digits of all account or loan numbers.

**Column B:** List the name of the bank or financial institution to which loans or debts are being paid.

**Column C:** Use amounts from the original Inventory with Financial Plan (JDF 882) **or** from the prior Conservator's Report filed, to complete Column C marked with an asterisk (\*) below.

**Column D:** List all *current* balances due on loans and debts.

**Column E:** Calculate and record the difference between Column C and Column D.

<b>Description of Liability/Debt</b> (Identify all accounts)	<b>Column A</b> Account Number (last 4-digits only)	<b>Column B</b> Name of Financial Institution	<b>Column C</b> *Balance Due on Last day of <input type="checkbox"/> <b>Prior</b> Reporting Period or <input type="checkbox"/> <b>Inventory</b>	<b>Column D</b> Balance Due on Last Day of of <b>Current</b> Reporting Period	<b>Column E</b> <b>Change</b> in Amount of Liability  <i>Indicate +/-</i>
Mortgages (principal due only)					
Car Loans					
Home Improvement Loans					
Student Loans/Tuition					
Credit Card Debt					
Federal Taxes Owed					
State and Local Taxes Owed					
Other Liabilities/Debts					
<b>TOTALS (Move these totals to Step 7)</b>					

**Have Total Liabilities/Debts changed from the last day of the Prior Reporting Period or Inventory?**

**Yes**  **No** If **Yes**, explain the changes below. Please include a description of any changes or unanticipated transactions. A separate petition for approval may need to be filed with the court for significant changes outside the amounts allowed in the Inventory and Financial Plan.

**Step 7: Summary**

**Summary of Financial Activity**

	<b>*Prior Reporting Period (or Financial Plan)</b>	<b>Current Reporting Period</b>
(A) Total Receipts/Income from Step 2	\$ _____	\$ _____
(B) Total Disbursements/Expenses from Step 3	\$ _____	\$ _____
<b>(A) minus (B) = Net Income</b>	<b>\$ _____</b>	<b>\$ _____</b>

**Summary of Net Worth  
Fair Market Value of Assets Minus Liabilities/Debts**

	<b>*Last Day of Prior Reporting Period (or Inventory)</b>	<b>Last Day of Current Reporting Period</b>
(A) Total Assets from Step 5	\$ _____	\$ _____
(B) Total Liabilities/Debts from Step 6	\$ _____	\$ _____
<b>(A) minus (B) = Net Worth</b>	<b>\$ _____</b>	<b>\$ _____</b>

**VERIFICATION**

I state under penalty of perjury that this is a true and complete report of the administration of this estate, during the period shown, both dates inclusive, to the best of my knowledge, information and belief. I understand that this report is subject to audit and verification.

I understand that I am required to maintain supporting documentation for all receipts and disbursements including detailed billing statements from any professional. The Court or any Interested Persons as identified in the Order Appointing Conservator may request copies at any time.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Conservator

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of Co-Conservator (if applicable)

\*\*\*\*\*  
**REPORT MUST BE SIGNED AND DATED BY ALL CONSERVATORS  
AND SERVED ON THE PROTECTED PERSON AND ALL INTERESTED PARTIES  
AS INDICATED BY THE ATTACHED CERTIFICATE OF SERVICE**  
\*\*\*\*\*

**IMPORTANT**

**THIS SECTION MUST BE COMPLETED CORRECTLY AND SIGNED  
OR THE REPORT MAY BE REJECTED.**

Colorado Law **REQUIRES** that the Conservator's Report be served on the **PROTECTED PERSON AND INTERESTED PERSONS** pursuant to Order Appointing Conservator, including minors 12 years of age or older (§15-14-404(4), C.R.S.). In the space below, list the names, addresses, and method of delivery for each party listed on the Order Appointing Conservator and provide each party with a copy of this Report.

---

**Certificate of Service**

I certify that on \_\_\_\_\_ (date) the original was e-filed/filed with the Court and a copy of this Conservator's Report was served on each of the following:

<b>Name of person receiving this document (Interested Persons)</b>	<b>Relationship to Protected Person</b>	<b>Address</b>	<b>Manner of Service**</b>
	Protected Person		

\*\*Insert hand delivery, first class U.S. Mail, certified U.S. Mail, e-filed, fax or other method allowed under Colorado law.

X \_\_\_\_\_  
Signature