

## ESTATE VALUE - ESTV – EVENT CODE

### GENERAL INFORMATION

In October 2014:

- Event code **ESTV** – Estate Value code was created for court staff to enter estate values for protective proceedings cases - CN, CG, CR, CY, GA, GD, & UV only.
- Estate values are found in the Conservator's Financial Plans with Inventory (JDF 882), Guardian's Reports (JDF 834 & 850), and Conservator's Reports (JDF 885).
- SCAO provided training on the use of the **ESTV** code.

### CHANGE IN PROCESS

Beginning January 1, 2018:

- The **ONLY** event comment to be entered is the estate value.
- Court staff will **NO LONGER** enter the reporting period dates in the event comments field.
- If the court orders the conservator to file a Restricted Account Report in lieu of a Conservator's Report, the estate value will be taken from that report.

### USE OF EVENT CODE

- **Event Code:** **ESTV** – Estate Value
- **Event Comments:** Enter the estate value as shown below. Enter the decimal point, however, do **NOT** include the dollar sign (\$), a comma (,), or extra spaces, etc.
- For clean reporting, it is crucial that the below format is used each and every time the **ESTV** code is entered.
- The value of the estate is to be entered on the first line in the event comments field.
- **Example:**
  - Five Hundred Dollars and 72 Cents would be entered as: **500.72**
  - A negative value would be entered as: **-500.72**
  - A zero value would be entered as: **0.00**
- In **CG** – Conservatorship/Guardianship for Adults and **CR** – Conservatorship/Guardianship for Minors, **ONLY** enter the estate value shown for the conservatorship (i.e., on the Conservator's Report, etc.). If the Conservatorship terminates, leaving only the Guardianship, use the estate value found on the Guardian's Report.
- The code is **ONLY** to be entered when the report/plan has been accepted by the court as being complete. That may be after parties have filed an amended report and/or complied with any additional requirements the court deems necessary.

- The ESTV code is **NOT** to be related to any other code (e.g. by putting a 7 next to the event for relating).
- The ESTV code is **NOT** to be used for SN - Single Transaction Cases.

**CASE TYPE**

**GA** – Adult Guardianship

**JDF 850 – Guardian’s Report – Adult**

- The “current value of the estate” is found in this report as outlined below.

**JDF 850 – Guardian’s Report – Adult: Section VI. FINANCIAL MATTERS**

**Bank Account(s):** Name of financial institution(s) and last four numbers of account(s)

**Estimated Value:** \_\_\_\_\_

**Investment Account(s):** Name of financial institution(s) and last four numbers of account(s):

**Estimated Value:** \_\_\_\_\_

**Real Estate:**

**Estimated Value:** \_\_\_\_\_

**Personal Property (i.e. jewelry, collectibles, vehicles)**

**Estimated Value:** \_\_\_\_\_

**Liabilities/Debts: Creditor(s):**

**Estimated Amount:** \_\_\_\_\_

Add the four above “**Estimated Values**” to the “**Ending balance of bank accounts**” shown in the “**Summary of Financial Activity During the Reporting Period**”.

Then **subtract the Liabilities/Debts “Estimated Amount”** from this total for the **total “value of the estate”**.

SUMMARY OF FINANCIAL ACTIVITY DURING REPORTING PERIOD		
Beginning balance of bank accounts (savings, checking, etc.)	\$	
Plus money received (Social Security, SSI, pension, disability, interest, etc.) from any source on behalf of the person	+	\$
Less total fees to care providers	-	\$
Less total monies paid to the Ward, e.g. personal needs	-	\$
Less total fees paid to guardian	-	\$
Less any other expenses, e.g. housing, insurance, maintenance	-	\$
<b>Ending balance of bank accounts</b>	<b>\$</b>	<b> </b>

**NOTE:** Include **Bank Account(s) “Estimated Value”** listed above, **ONLY** if it is **NOT** accounted for in the “**Summary of Financial Activity During Reporting Period**”.

**CASE TYPE**

**GD – Minor Guardianship**

**JDF 834 – Guardian’s Report – Minor**

- The “current value of the estate” is found in this report as outlined below.

**JDF 834 – Guardian’s Report – Minor:**  
**Section IV. FINANCIAL MATTERS**

C. Do you have possession or control of the Minor’s assets, e.g. property (real estate and personal property items), financial accounts? Yes No

If Yes, describe the type of property and approximate value of the property: \_\_\_\_\_

Add the “approximate value of the property” listed in #C to the “Ending balance of bank accounts” shown in the “Summary of Financial Activity During Reporting Period” for the total “value of the estate”.

**NOTE:** Include the financial accounts “approximate value of the property” listed in #C, **ONLY** if it is **NOT** accounted for in the first line of the “Summary of Financial Activity During Reporting Period”.

<b>SUMMARY OF FINANCIAL ACTIVITY DURING REPORTING PERIOD</b>	
Beginning balance of bank accounts (savings, checking, etc.)	\$
Plus monies received (social security, pension beneficiary, child support, interest, etc.) from any source on behalf of the person	+\$
Less total fees to care providers	-\$
Less total monies paid to the Minor, e.g. personal needs	-\$
Less total fees paid to guardian	-\$
Less any other expenses, e.g. housing, insurance, maintenance	-\$
<b>Ending balance of bank accounts</b>	<b>\$</b>

**CASE TYPE**

**CN** – Adult Conservatorship

**CG** – Adult Conservatorship/Guardianship

**CY** – Minor Conservatorship

**CR** – Minor Conservatorship/Guardianship

**JDF 885 – Conservator’s Report – Adult – Minor**

- The “current value of the estate” is found in this report as highlighted below.

**JDF 885 – Conservator’s Report – Adult – Minor: Step 7 – Summary**

**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>

**NOTE:**

- If the court orders funds be placed into a Restricted Account; and/or
- The court orders the conservator to file a Restricted Account Report and/or file a bank statement in lieu of a Conservator’s Report, the ‘current value of the estate’ will be the Total – “Balance for Current Reporting Period” or the ending balance shown on the bank statement.

## JDF882 – Financial Plan with Inventory

- The “current value of the estate” is found in this report as highlighted below.

### JDF 882 – Conservator’s Financial Plan with Inventory and Motion for Approval: Step 7 – Summary of Inventory

#### Step 7: Summary of Inventory

Summarize the Inventory below after completing the detailed accounting information in Step 3 and Step 5.

(A) Total Assets (Total from Step 3)                      \$ \_\_\_\_\_

(B) Total Liabilities/Debt (Total from Step 5)                      \$ \_\_\_\_\_

Net Worth: (A) minus (B)                      \$ _____
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