

**RULE CHANGE 2019(13)**  
**COLORADO PROBATE CODE FORMS**

<input type="checkbox"/> District Court <input type="checkbox"/> Denver Probate Court _____ County, Colorado Court Address: _____ <hr/> <b>In the Interest of:</b> _____ <hr/> <b>Protected Person</b> _____		▲ ▲ <b>COURT USE ONLY</b> Case Number: _____ Division: _____ Courtroom: _____
<b>ACKNOWLEDGMENT OF RESPONSIBILITIES</b> <input type="checkbox"/> CONSERVATOR AND/OR <input type="checkbox"/> GUARDIAN		

I, \_\_\_\_\_ (name), acknowledge that I was appointed as the conservator and/or guardian for \_\_\_\_\_ (ward or protected person) on \_\_\_\_\_ (date) and I understand that Letters of Guardianship/Conservatorship will not be issued until this form is signed and provided to the court. I agree to comply with statutory and court requirements and understand that I am responsible for preparing and filing reports and/or plans with the court and providing copies to all interested persons as identified in the Order of Appointment.

I have received the following information to review regarding my responsibilities.

- User's Manual for Guardians  User's Manual for Conservators
- Viewed DVD/Video  Pamphlets
- Attendance at mandatory training session on \_\_\_\_\_ (date).
- Other: \_\_\_\_\_

**Acknowledgment of Responsibilities:**

1. I am responsible for promptly providing the court with any changes to my mailing address, email address, and telephone number by filing a Notice of Change Regarding Contact Information (JDF 725).
2. I am responsible for maintaining supporting documentation for all receipts into the accounts and all disbursements out of the accounts under my control during the duration of my appointment. Supporting documentation includes bank statements and check copies, credit card statements and receipts, sales receipts, and other such forms of proof that support my reports. I understand that the court or any interested persons may request copies at any time.
3. If funds must be placed in a restricted account, I understand that any withdrawals require a court order.
  - The Acknowledgment of Deposit of Funds to Restricted Account (JDF 867) must be returned to the court as documentation that the funds were deposited, within ~~30~~45 days or by \_\_\_\_\_ (date).
  - All requests for withdrawal must be in writing by submitting a Motion to Withdraw Funds (JDF 868).
4. I understand that the following reports and/or plans are due on \_\_\_\_\_ (date).
  - Initial Guardian's Report/Care Plan - Adult (JDF 850)
  - Conservator's Financial Plan with Inventory and Motion for Approval (JDF 882)
5. I understand that the following reports are due on \_\_\_\_\_ (date) and every year thereafter on such day and month, unless I am notified by the court:
  - Guardian's Report - Minor (JDF 834)
  - Guardian's Report - Adult (JDF 850)  Conservator's Report (JDF 885)
6. I understand that as a court-appointed guardian and/or conservator, I am required by law to report any known or suspected abuse, neglect, or exploitation of any at-risk elder (a person 70 years of age or older) to law enforcement. I understand that criminal penalties may result from failure to comply with this law. Please refer to § 18-6.5-108, C.R.S. for additional information.

7. I understand that all reports must be filed on the most current version of the form and that the forms are available on the state court website: <http://www.courts.state.co.us>

By checking this box, I am acknowledging I am filling in the blanks and not changing anything else on the form.

By checking this box, I am acknowledging that I have made a change to the original content of this form.

**My signature below indicates that I have read and understand my responsibilities as a newly appointed guardian and/or conservator.**

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### VERIFICATION

I declare under penalty of perjury under the law of Colorado that the foregoing is true and correct.

Executed on the \_\_\_\_\_ day of  
(date)

Executed on the \_\_\_\_\_ day of  
(date)

\_\_\_\_\_, \_\_\_\_\_,  
(month) (year)

\_\_\_\_\_, \_\_\_\_\_,  
(month) (year)

at \_\_\_\_\_  
(city or other location, and state OR country)

at \_\_\_\_\_  
(city or other location, and state OR country)

\_\_\_\_\_  
(printed name)

\_\_\_\_\_  
(printed name)

\_\_\_\_\_  
(Signature of Guardian/Conservator/Successor)

\_\_\_\_\_  
(Signature of Co-Guardian/Co-Conservator/Successor, if any)

<input type="checkbox"/> District Court <input type="checkbox"/> Denver Probate Court _____ County, Colorado Court Address: _____ <hr/> <b>In the Interest of:</b>  <b>Minor</b>	<b>▲ COURT USE ONLY ▲</b> <hr/> Case Number: _____  Division _____ Courtroom _____
<b>ORDER APPOINTING CONSERVATOR FOR MINOR</b>	

Upon consideration of the Petition for Appointment of Conservator for the above minor and hearing on \_\_\_\_\_ (date).

**The Court finds that:**

1. Venue is proper and required notices have been given or waived.
2. An interested person seeks the appointment of a conservator.
3. The person is a minor born on \_\_\_\_\_ (date).
4. The minor's best interest will be served by appointment of a conservator.
5. The appointment of a conservator is necessary because the minor
  - owns money or property that requires management or protection that cannot otherwise be provided.
  - has or may have business affairs that may be put at risk or prevented because of the minor's age.
  - needs money for support and education and that protection is necessary or desirable to obtain provide money.
  - for reasons other than age the minor is unable to manage property and business affairs because he or she is unable to effectively receive and evaluate information or both or to make or communicate decisions, even with the use of appropriate and reasonably available technological assistance. The evidence is clear and convincing in this regard. Additionally, it has been shown that the minor has property that will be wasted or dissipated unless proper management is provided or that the minor, or persons entitled to the minor's support, require money for support, care, education, health, and welfare, and protection is necessary or desirable to obtain or provide money.
  - A conservator is required because the minor is missing, detained, or unable to return to the United States.

The court has considered any expressed wishes of the minor concerning the selection of the conservator. The court has considered the powers and duties of the conservator, the scope of the conservatorship, and the priority and qualifications of the nominee.

**The court appoints the following person as conservator of the minor:**

Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Mailing Address, if different: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Primary Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**The court directs the issuance of Letters of Conservatorship as follows:**

- The letters will expire on \_\_\_\_\_ (date) the minor's 21st birthday, unless otherwise ordered by the court.
- The powers and duties of the conservator are unrestricted. The conservator may exercise all the powers granted in §15-14-425, C.R.S.
- The conservator must open an account in a federally insured financial institution for the sole benefit of the minor or protected person. The account must be opened on behalf of the minor or protected person. The account must be opened using the sample title, "\_\_\_\_ (Name of Conservator). The conservator must deposit \$ \_\_\_\_\_ and funds received subsequently into the account. The conservator may make internal transfers of funds in order to take advantage of changes in interest rates except for internal transfers, the financial institution must permit no withdrawals from the account, except by separate certified order of this court. An Acknowledgment of Deposit of Funds to Restricted Account (JDF 867) must be returned to the court within ~~30~~45 days. No attorney fees may be paid in this case until the acknowledgment form is signed and returned to the court.

The powers and duties of the conservator are limited by the following restrictions:

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**The court orders the following:**

1. The conservator must notify the court within 30 days if his or her home address, email address, or phone number changes and any change of address for the Minor.
2. Within 30 days of appointment, the conservator must provide a copy of this order, if 12 years or older, and persons given notice of the petition and must advise those persons using Notice of Appointment of Guardian and/or Conservator (JDF 812) that they have the right to request termination or modification of the conservatorship.
3. The conservator must
  - file for approval with the court a Conservator's Inventory with Financial Plan (JDF 882) on or before \_\_\_\_\_ (date within 90 days from appointment). The value of the assets must be reported as of the date of this order.
  - file a Conservator's Report (JDF 885) with the court each year on or before \_\_\_\_\_ (date). The time period covered in the report must begin on \_\_\_\_\_ (date) and end on \_\_\_\_\_ (date). The conservator is required to maintain all supporting documentation; including receipts and disbursements.
  - file a Restricted Account Report (JDF 896) along with a copy of the most recent bank statement for the restricted account each year  on the Minor's/Protected Person's birthday \_\_\_\_\_ (date) or  on \_\_\_\_\_ (date).

4. The conservator will

serve without bond for the following reason(s): \_\_\_\_\_

serve with bond in the amount of \$ \_\_\_\_\_. The bond must be posted with the Court by \_\_\_\_\_ (date). If bond is posted by a surety, notice of any proceeding must be provided to the surety.

5. Copies of all future Court filings must be provided to the following:

Name of Interested Person	Relationship to Minor
	The Minor if 12 years or older at the time of mailing
	Parent or adult nearest in kinship
	Parent or adult nearest in kinship
	Conservator

6. The court further orders:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
 Judge  Magistrate

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\_\_\_\_\_, \_\_\_\_\_,  
(month) (year)

at \_\_\_\_\_  
(city or other location, and state OR country)

at \_\_\_\_\_  
(city or other location, and state OR country)

\_\_\_\_\_  
(printed name)

\_\_\_\_\_  
(printed name)

\_\_\_\_\_  
(Signature of Guardian/Conservator/Successor)

\_\_\_\_\_  
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	Parent or adult nearest in kinship
	Conservator

6. The court further orders:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
 Judge  Magistrate

**Amended and Adopted by the Court, En Banc, July 9, 2019, effective immediately.**

**By the Court:**

**Richard L. Gabriel  
Justice, Colorado Supreme Court**