

TERMINATE a CONSERVATORSHIP for a MINOR

Do not copy
or file this page

**To terminate a conservatorship for a minor and
release restricted funds.**

(Instructions and Forms)

©Superior Court of Arizona in Maricopa County

ALL RIGHTS RESERVED

PBCD1 - **5232** - 050426

Law Library Resource Center

To terminate a conservatorship for a minor and release restricted funds.

CHECKLIST

You may use the forms and instructions in this packet if . . .

- ✓ A conservatorship for a minor should be terminated and restricted funds released because:
 - The minor reached age 18 or was legally emancipated, or
 - The minor has died.

NOTE: Do not use this packet to terminate conservatorship of an adult. Refer to separate forms and instructions on the Law Library Resource Center website to end a guardianship and/or conservatorship for an adult.

READ ME: Consulting a lawyer before filing documents with the Court may help prevent unexpected results. A list of lawyers you may hire to advise you on handling your own case or to perform specific tasks can be found on the Law Library Resource Center website.

Law Library Resource Center

To terminate a conservatorship for a minor and release restricted funds.

Items in BOLD are forms that you will need to file with the Court. Non-bold items are instructions or procedures. Do not copy or file those pages!

Order	File Number	Title	# pages
1	PBCD1k	Checklist: You may use this packet if . . .	1
2	PBCD1t	Table of Contents (this page)	1
3	PBCD10p	Procedures: How to ask the Court to end the conservatorship and release restricted funds	2
4	PBCD11f	Petition to Terminate Conservatorship of a Minor and Release Restricted Funds	3
5	PBCD81f	Court Order Terminating Conservatorship of Minor and Releasing Restricted Funds	2
6	PBCD91f	Receipt of Restricted Funds by a Former Minor (if applicable)	2

The documents you have received are copyrighted by the Superior Court of Arizona in Maricopa County. You have permission to use them for any lawful purpose. These forms shall not be used to engage in the unauthorized practice of law. The Court assumes no responsibility and accepts no liability for actions taken by users of these documents, including reliance on their contents. The documents are under continual revision and are current only for the day they were received. It is strongly recommended that you verify on a regular basis that you have the most current documents.

Procedures: How to ask the Court to end the conservatorship and release restricted funds.

Use this packet if:

- ✓ You are the conservator of a former minor who has turned 18 and who no longer needs a conservatorship, or a minor who has died, and
- ✓ You had all the money placed by order of the court in a restricted account, and
- ✓ You or the former minor want a court order releasing the restricted funds.

Step 1: Complete the petition and other forms: Type or Write neatly using black ink. Sign the Petition in front of a notary public or Clerk of Superior Court.

Step 2: Make 3 copies and separate into complete sets.

- Set 1: The original set will be filed with the Clerk of Court.
- Set 2: for the Judicial Officer
- Set 3: for the Conservator
- Set 4: for the Minor

Required Documents:

- Petition to Terminate Conservatorship of a Minor and/or Release Restricted Funds (PBCD11f)

Step 3: Take the originals and all sets of copies to the Clerk of Superior Court for filing.

- File your documents.
- Be sure to get your copies back after the Clerk stamps them with the case number.
- You may file at any of the following Superior Court locations in Maricopa County:

Downtown Phoenix: Old Courthouse Filing Counter 125 W. Washington, 1st floor Phoenix, AZ 85003	Downtown Phoenix: Central Court Building 201 West Jefferson, 1st floor Phoenix, AZ 85003
Northeast Phoenix: Northeast Regional Court Facility 18380 North 40th Street Phoenix, AZ 85032	Surprise: Northwest Regional Court Facility 14264 West Tierra Buena Lane Surprise, AZ 85374
Mesa: Southeast Court Facility 222 East Javelina Avenue, 1st floor Mesa, AZ 85210	

Step 4: Get a Hearing Date

To request a hearing, you must either: (1) submit a copy of your petition to Probate Court Administration located at the Old Courthouse (OCH), 1st Floor, 125 W. Washington St., Phoenix, AZ 85003, or (2) wait four days from filing, and call Probate Court Administration at (602) 506-5510. Once the Court sets a hearing date, it will send you a Notice of Hearing using the email provided in your Petition. (If you did not provide an email, it will be mailed.)

Step 5: Appear at the Hearing

Be prepared to tell the Judge why the conservatorship should end and why the funds should be released.

- Court Order Terminating Conservatorship and Release of Restricted Funds (PBCD81f):

If the court grants your Petition, the Judge will sign an Order terminating the Conservatorship and authorizing the release of the restricted funds. The Conservator or the minor can request a certified copy of the Order to give to the bank or financial institution where the restricted account is located. To get a certified copy of the order, please go to the Clerk of Superior Court at any of the locations listed in Step 3, above, or to the Downtown Justice Center at:

Downtown Justice Center
620 W. Jackson St.
Phoenix, AZ 85003

Note: If the funds are located at multiple financial institutions, you will need to get a certified copy of the Order for each one.

- Release of funds from the bank or financial institution:
 - Present the certified copy of the Order to the bank or institution and they will release the funds to the former minor.
 - Remember to take a valid picture identification with you to the bank or institution for the release of funds. It is also a good idea for both the Conservator and the former minor to go together for the release, if possible.
- If the Court has ordered you to file a Receipt of Restricted Funds (PBCD91f):
 - The former minor must sign the Receipt of Restricted Funds in front of a notary public (it is usually easiest to do this at the bank).
 - File the Receipt of Restricted Funds at the Superior Court filing counter. You can file in person or you can mail the Receipt to any Clerk of Superior Court filing counter. See Step 3, above, for addresses.
 - You must file the signed and notarized Receipt of Restricted Funds within thirty (30) days from the date of the court Order. Filing the Receipt proves to the Court that you followed the court order, and that the former minor received their funds.

Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

Lawyer's Bar Number: _____

Licensed Fiduciary Number: _____

Representing Self, without a Lawyer or Attorney for _____

FOR CLERK'S USE ONLY

SUPERIOR COURT OF ARIZONA
IN MARICOPA COUNTY

In the Matter of

Case Number: _____

A Minor or former Minor (Subject Person)

PETITION TO:
TERMINATE CONSERVATORSHIP OF
A MINOR AND RELEASE RESTRICTED
FUNDS

1. Information about the person appointed Conservator:

Name of Conservator: _____

Date of Appointment: _____

Conservator's Address: _____

2. Information about the Subject Person: (the person for whom the Conservator was appointed)

Name of Subject Person _____

Date of Birth _____

3. Reason for termination of the conservatorship: (check one box)

The Subject Person reached the age of 18, on _____ (date).
One of the following documents is attached as proof of the Subject Person's age:

A copy of the Subject Person's birth certificate; or

A copy of the Subject Person's driver's license.

OR

The Subject Person was emancipated, on _____ (date).

OR

The need for the Conservatorship has terminated because the Subject Person has died.
The date of death was _____(Attach copy of death certificate)

4. Restricted funds:

Information about the current restricted account

Amount now in restricted account: \$_____

Financial Account number: _____

Name and address of financial institution:

If there is more than one restricted account, information about additional restricted accounts is listed on an attached page.

5. Statement about restricted funds:

Have you made previous withdrawals from this or any other restricted account without a written order of this Court?

No

Yes (If yes, explain carefully; give details about amount, date, reason, for each withdrawal):

6. Request regarding restricted funds: (check one box)

I ask that the Subject Person's restricted funds be released to them in this matter because they are now an adult entitled to control the funds currently held for their benefit by the Conservator.

I ask that the Subject Person's restricted funds be released to their estate because the Subject Person has died.

Other (Explain): _____

7. Therefore, I ask, the Court to enter an order terminating the Conservatorship, discharging the Conservator, and directing the release of funds as requested in the Petition

UNDER OATH OR BY AFFIRMATION

I swear or affirm under penalty of perjury that the contents of this document are true and correct to the best of my knowledge and belief.

Petitioner's Signature
(May be the Subject Person, if 18 or older)

Date

STATE OF _____

COUNTY OF _____

Subscribed and sworn to or affirmed before me this: _____ (date)

by _____.

(notary seal)

Deputy Clerk or Notary Public

Subject Person's Signature
(if not same as Petitioner)

Date

STATE OF _____

COUNTY OF _____

Subscribed and sworn to or affirmed before me this: _____ (date)

by _____.

(notary seal)

Deputy Clerk or Notary Public

Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

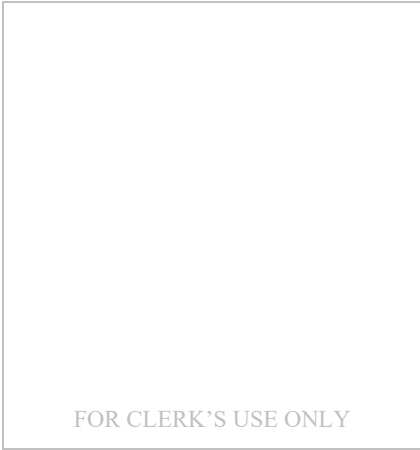
Telephone: _____

Email Address: _____

Lawyer's Bar Number: _____

Licensed Fiduciary Number: _____

Representing Self, without a Lawyer or Attorney for _____



SUPERIOR COURT OF ARIZONA
IN MARICOPA COUNTY

In the Matter of the Conservatorship for

Case Number: _____

COURT ORDER:

A Minor or Former Minor
(Subject Person)

TERMINATING CONSERVATORSHIP
OF A MINOR AND RELEASING
RESTRICTED FUNDS

THE COURT FINDS:

1. A sworn "Petition for Termination of Conservatorship" and/or "Release of Restricted Funds" has been presented and reviewed.
2. The Conservatorship has ended because:
 - The minor has reached the age of majority, OR
 - The minor has been emancipated, OR
 - The minor died on _____ (date).
3. If the former minor has reached age 18 or been emancipated, the former minor is entitled to custody and control of the restricted funds held for the benefit of the minor by the conservator.

IT IS HEREBY ORDERED:

1. Granting the "Petition for Termination."
2. Granting the release of funds and authorizing the release of the following funds:

To the minor or former minor named: _____

from Account Number: _____

Approximate amount in account: _____

Name & Address of Financial Institution: _____

3. Waiving a final accounting by the conservator. (Only if all funds were restricted and there have been no withdrawals without approval of the Court.)

4. After Funds are Received:

It is further ordered that the Conservator will be discharged from liability as Conservator within 90 days of this Order and the case will be closed, unless prior to that date, the former minor and/or the conservator notifies the court in writing that they have not received all the funds to which they are entitled.

OR

It is further ordered that the Conservator shall file with this Court a receipt signed by the former minor acknowledging the receipt of all funds within 30 days of this Order. The Conservator will not be discharged from liability until the Conservator files with this Court a receipt signed by the former minor acknowledging receipt of all funds.

DONE IN OPEN COURT: _____

JUDGE/COMMISSIONER

Person Filing: _____

Address (if not protected) _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

Lawyer's Bar Number: _____

Licensed Fiduciary Number: _____

Representing Self, without a Lawyer or Attorney for _____



SUPERIOR COURT OF ARIZONA
IN MARICOPA COUNTY

In the Matter of the Conservatorship for

Case Number: _____

A Minor or Former Minor (Subject Person)

RECEIPT OF RESTRICTED FUNDS
BY A FORMER MINOR

Notice: File this signed and notarized receipt at any Clerk of Superior Court filing counter within 30 days from the date of the Court Order releasing funds.

I acknowledge that the funds in my restricted account(s) have been released in accordance with the Order of the Court releasing the funds.

I have received all the funds held in the conservatorship to which I am entitled, as follows:

A. Amount received: \$ _____

B. Date received: _____

C. Name of financial institution that held the funds:

Case Number: _____

This signature page belongs to the form titled "Receipt of Restricted Funds by a Former Minor" and cannot be used with any other documents.

Signature of Former Minor

STATE OF _____

COUNTY OF _____

Subscribed and sworn to or affirmed before me this:

_____,
(date)

by _____.

(notary seal)

Deputy Clerk or Notary Public