

CHECKLIST- APPLICATION TO PAY OR DELIVER ESTATE OF A MINOR WITHOUT THE APPOINTMENT OF A GUARDIAN

(Disclaimer: This checklist is intended only as a guideline and is subject to modification by the Court at any time)

REQUIREMENTS AND PROCESS:

An Application to Pay or Deliver Estate of a Minor Without the Appointment of a Guardian may be filed with the Probate Court under the following circumstances:

- The minor is a resident of Lake County, Ohio;
- The minor is entitled to receive money from a gift, inheritance, insurance proceeds, wrongful death proceeds, or some other circumstance;
- The value of the money is less than \$25,000.00.

A legible copy of the minor's certified birth certificate must be presented with the Application. The copy of the birth certificate will not be made a part of the record.

The Application may be filed by either of the minor's parents, a legal custodian, or a legal guardian of the minor's person. Applicant must present at the time of filing certified copies of any juvenile or probate court orders regarding custody or guardianship of the minor. If the parent(s) is/are deceased, a certified copy of the death certificate(s) must be presented with the Application.

The consent of the non-applying parent(s), legal custodian, or legal guardian of the minor's person must be filed. If the consent(s) is/are not filed, Applicant must provide a written explanation as to why the consent cannot be obtained. A hearing may be scheduled at the Court's discretion, at which the attendance of the minor, the Applicant, and any other party deemed necessary by the Court will be required.

All documents should be typed and have an original signature. Illegible documents will be refused for filing. All names and addresses must be complete. If you should have any questions as to how to fill in the forms or present your case, you should consult with an attorney. The Court and its Deputy Clerks cannot provide you with any information regarding how to properly handle the case beyond the information provided above.

INITIAL FILING: \$85.00 Cash/Check/Money Order only

- ☐ Photocopy of the child's birth certificate
- ☐ Contact Information Form
- ☐ Self-Representation Acknowledgment Form (*if applicable*)
- ☐ Form 22.01 Application to Pay or Deliver Estate of a Minor Without the Appointment of a Guardian
- ☐ Form 22.02 Consent to Application to Pay or Deliver Estate of a Minor Without the Appointment of a Guardian
 - Any parent, legal custodian, or legal guardian who is not the applicant must sign the consent or a hearing may be scheduled.
 - If a parent is deceased, a photocopy of that parent's death certificate must be provided.

LATER FILINGS:

- ☐ Form 22.3 Verification of Receipt and Deposit (*if applicable*)
- ☐ LCPC Form 22.04 Report of Distribution of Minor's Estate Assets *if applicable*)

Lake County Court of Common Pleas
Division of Probate
Judge Mark J. Bartolotta



Lake County Courthouse, West Annex
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