

Service Center

New Hampshire Circuit Court

GUARDIANSHIP OF MINOR ESTATE

Items listed below are needed to start this type case:

- Petition for Guardian of Minor form (NHJB-2162-P)
- Criminal Record Release Authorization form (DSSP256) for each proposed guardian. This form may also be requested for each adult living in the household with the minor.
- DHHS Record Release Authorization form (NHJB-2171-FP) for each proposed guardian. This form may also be requested for each adult living in the household with the minor.
- Certified copy of minor's birth certificate

Other items that may be needed:

- Appointment of Resident Agent form (NHJB-2120-P) is needed if you are the person requesting to be guardian and not a New Hampshire resident.
- A copy of the death certificate is needed if either parent or both are deceased.
- If Guardianship over minor's estate is a result of a settlement, the proposed guardian must file a copy of the Petition of Approval of Settlement and Proposed Order from Superior or District Court.
- Photo identification may be required.

How much does this cost?

- Filing fee of **\$180.00**
- Certified mail costs of **\$6.92** for each person receiving the order of notice

What happens next?

- You will receive either an Orders of Notice packet or Notice of Hearing in the mail. Either document will provide you with the date, time and place of the hearing.
- The court will set the bond amount. You will need to file a Fiduciary Bond form (NHJB-2137-P) if a personal bond without sureties is required. You will need to contact an insurance agency if a bond with sureties is required.
- A Certificate of Appointment will be issued when the court approves all documents filed, including the bond.
- Inventory of Fiduciary form (NHJB-2125-P) must be filed within 90 days from the date you are appointed as guardian.
- Guardian's/Conservator's Accounting form (NHJB-2160-P) must be filed one year from the date you are appointed as guardian. The guardian must file this form each year the guardianship remains open.

**Forms and Instructions are available at any NH Circuit Court – Probate Division
or at**

www.courts.state.nh.us/probate