

**COURT INSTRUCTIONS FOR A GUARDIAN OF THE PERSON**

**CONSULT WITH YOUR ATTORNEY (NOT THE COURT STAFF) ON ANY MATTER REGARDING THIS GUARDIANSHIP THAT YOU DO NOT UNDERSTAND**

1. File your Oath and \$\_\_\_\_\_ (corporate/personal surety) Bond within twenty (20) days from the date the court signs the Order appointing you as guardian;
2. Important that you file your yearly Annual Report on Condition, Location and Well Being of Ward (form attached) each year on the anniversary date.
3. Immediately notify the court in writing should you have to file for an **Application for Emergency Detention of the Ward.**
4. Keep all Social Security funds you receive on behalf of the Ward separate and apart from Guardianship funds as you need only account to the Social Security Administration for the use of these funds;
5. Obtain a written Order of this Court authorizing any expenditure of Guardianship funds before any such expenditures are made;
6. File your **Final Report** when the Guardianship is ready to be closed due to the death of the Ward or the Ward reaching 18 years of age. This should be prepared by your attorney.
  
7. YOU ARE RESPONSIBLE FOR NOTIFYING THE COURT IN WRITING OF ANY CHANGES IN YOUR ADDRESS and PHONE NUMBER.

Grayson County Clerk  
Attn: Probate Department  
200 S. Crockett, Suite 212A  
Sherman, TX 75090  
(903) 813-4241

I/We the undersigned Guardian(s) of this matter, hereby attest that I/we have read the above and understand its contents.

\_\_\_\_\_  
Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Guardian

\_\_\_\_\_  
Date