



James S. LaCorte, Surrogate

Information Sheet for Guardianship of a Minor

Birth Certificate and social security card is needed to prepare paperwork

PLEASE PRINT OR TYPE

Minor's Name As It Appears on Social Security Card:

SOCIAL SECURITY # _____(Required)

ADDRESS: _____

CITY/TOWN: _____

Date of Birth ____/____/____ Age:_____

Net Recovery/Value of Estate _____ Please fax the Order or Judgment if applicable

Reason for Guardianship:

Eg: Personal injury settlement, insurance beneficiary, other

Name(s) & Address(es) of Guardian: **List Relationship**

<u>Name</u> (mandatory)	<u>Address</u>	<u>City/State</u>	<u>Phone #</u>
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Next of Kin: Begin with spouse and children (mother of minor children). If none, include parents and/or siblings. Indicate if they will be renouncing (use reverse side if necessary) Use additional sheet if necessary.

List everyone in the household with minor and other next of kin not living with minor

<u>Name</u>	<u>Relationship</u>	<u>Address</u>	<u>Minor (age)</u>
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Method of Payment: Cash, check, credit card /Attorney Charge

Name, Address & Phone # of Attorney:

MINOR ACCOUNTS HAVE TWO OPTIONS:

- 1.) The money is to be held by the Surrogate Court in the Intermingled Trust Fund.
(Court orders usually require this).
- 2.) The Guardian(s) must be bonded for the full amount for the term of the minor until he/she reaches their majority unless the court order requires that the Surrogate Court hold the money.

ALL CHECKS FOR MINOR'S FUNDS MUST BE MADE PAYABLE TO:

THE SURROGATE OF UNION COUNTY FOR THE BENEFIT OF (NAME OF THE MINOR CHILD).

A FULL 48 HOUR NOTICE MUST BE GIVEN TO PREPARE PAPERS

Additional Correspondence may be addressed to:

James S. LaCorte, Surrogate of Union County

Union County Court House

2 Broad Street, Elizabeth, New Jersey 07207

Suzanne Bowers, Probate Clerk, Guardianship Accounts

Phone - 908-527-4280 Fax – 908-351-9212

www.unioncountynj.org/surrogate

sbowers@ucnj.org

Guardianship: \$50.00 Certificates \$5.00 each

Consents: \$5.00 each

(\$5.00 for every additional page thereafter)

COPY OF COURT ORDER MUST ACCOMPANY FORM IF APPLICABLE

*****Please indicate if you are going to be Bonded or if the Court is going to be holding the monies if there is no Court Order*****

Please fax/email the information sheet back as soon as possible so that we can get all of the information into our system. When you appear please let reception know that paperwork has already been started.