

Do you want to ask for visits in a Guardianship case?

Step 1	<p>Complete the following forms in blue or black ink:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> (GC-020) Notice of Hearing <input checked="" type="checkbox"/> (PB-4013) Petition for Visitation <input checked="" type="checkbox"/> (FL-311) Child Custody and Visitation Application Attachment <input checked="" type="checkbox"/> (PB-4011) Visitation Order <input checked="" type="checkbox"/> (FL-341) Child Custody and Visitation Order Attachment <input checked="" type="checkbox"/> (PB-4003-2) Confidential Document Cover Sheet (Guardianship) <input checked="" type="checkbox"/> (PB-4005) Referral for Investigator's Report <input checked="" type="checkbox"/> (PB-4014) Authorization for Release of Information
Step 2	<p>Copies: Make <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 copies, in addition to the original.</p>
<p>Step 3</p> <p style="text-align: center;">Filing is FREE</p>	<p>File: Turn in the original and copies of forms to Clerks Office, Room 107/Probate Division at:</p> <p style="text-align: center;">191 North First Street, San Jose, 95113 <i>Monday-Friday from 8:30am to 4:00pm</i></p> <p>Your forms will be file-stamped, you will be given a court hearing date and your copies will be returned to you.</p>
Step 4	<p>Service:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> 1 Filed Copy of (local form PB-4013) Petition for Visitation <input checked="" type="checkbox"/> (FL-311) Child Custody and Visitation Application Attachment <input checked="" type="checkbox"/> 1 Filed Copy of (GC-020) Notice of Hearing <p>A. The law says that you must "serve" a copy of these forms to the following people by mail:</p> <ul style="list-style-type: none"> <input type="checkbox"/> all grandparents <input type="checkbox"/> the current guardian <input type="checkbox"/> mother <input type="checkbox"/> the child if s/he is 12 or older <input type="checkbox"/> father <input type="checkbox"/> any of the child(ren)'s brothers or sisters who are 12 or older. <p><i>"Service" means that someone, NOT YOU, who is at least 18 years old, must mail a copy of your forms to these people. You can ask a friend, relative, etc. to mail the forms for you or you can look in the yellow pages and hire a "process server" to mail the forms for you for a fee.</i></p> <p>B. After the forms are mailed, the server (person who mailed the forms) must complete the <i>Proof of Service by Mail</i> on page 2 of your copy of the <i>Notice of Hearing</i>. Service must be completed at least 15 days before the hearing.</p> <p>C. Make a copy of <i>Proof of Service by Mail</i> (on page 2 of the <i>Notice of Hearing</i>).</p> <p>D. Turn the original your server filled out and the copy you just made into the Clerk's Office. They will file-stamp both copies and return the copy to you for your records.</p>
Step 5	<p>When you come to court:</p> <p>Bring a copy of all the papers in your case and also bring any papers which help to prove the information in your Petition. If you have any witnesses, they should also be present.</p>