

Do you want to End a Guardianship?

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"/> (GC-255) Petition for Termination of Guardianship <input checked="" type="checkbox"/> (local form PB-4014) Authorization for Release of Information <input checked="" type="checkbox"/> (local form PB-4005) Confidential: Referral for Investigator's Report <input checked="" type="checkbox"/> (GC-260) Order Terminating Guardianship <input type="checkbox"/> (FL-105) Declaration Under UCCJEA— <i>Fill out only if you are the guardian and want court-ordered visits with the child(ren) after the guardianship ends.</i>
Step 2	<p>Copies: Make <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 copies, in addition to the original.</p>
Step 3 Filing is FREE	<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 (GC-255) Petition for Termination of Guardianship <input checked="" type="checkbox"/> 1 Filed Copy of (GC-020) Notice of Hearing <input type="checkbox"/> 1 Filed Copy of (FL-105) UCCJEA <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"> ■ all grandparents ■ the current guardian ■ mother ■ the child if s/he is 12 or older ■ father ■ 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>