

Checklist 90 Day Reports**Send order to Comm Svcs: fecha 2****dias antes de la hearing date****HEARING: _____**

Name of the case of Matthew A. Zindt		Pierce 97-4-01295-6
Appointment Date:	Hearing Date:	
: Melissa Johnson d/b/a Assure Guardianship, LLC		

90 Day Approval Only			Date
<input type="checkbox"/>	Plan/Inv Due	Due:	Filed:
<input type="checkbox"/>	Set Hearing	<input type="checkbox"/> Yes / <input type="checkbox"/> No, exp	
<input type="checkbox"/>	Mail to NP		Fechas en el declaration of mailing
<input type="checkbox"/>	Hearing Confirm Required?	<input type="checkbox"/> Yes / <input type="checkbox"/> No	
<input type="checkbox"/>	Ord to Comm	La fecha 2 dias antes de la hearing	
<input type="checkbox"/>	Copy sent to client	Sent:	Approved:

90 Day	Rec'd	Drafted	Approved	Mailed	Filed	WC	JA/Co	Ready
Plan		N/A					N/A	
Plan Notice of Filing							N/A	
Sealed Plan		N/A					N/A	
Inventory							N/A	
Inv Notice of Filing							N/A	
Note for Calendar	N/A						N/A	
Notice of Hearing 16	N/A						N/A	
Motion to Approve	N/A						N/A	
Attorney Fees	N/A						N/A	
Grd/Con Fees	N/A						N/A	
EXParte letter to parties	N/A				N/A		N/A	
Declaration of Mailing	N/A			N/A			N/A	
Order Prop	N/A				N/A			
JA/Comm Services ltr	N/A			N/A	N/A	N/A		
Unsigned Ord for Judge	N/A			N/A	N/A		N/A	

7/21/2023 comm order

Checklist 90 Day Reports

Send order to Comm Svcs: fecha 2

días antes de la hearing date

HEARING: _____

Send	On	Done?
Email comm svcs		
w/prop order		

After Hearing

Send		Done?
Order to Party		
Prep & File Dec of Mail re Ord		
Send to client		

How to Steps and FAQ

First, what county is this in?

Is this an existing guardianship/conservatorship? Was a successor appointed?

If Yes, then you must note this in front of a Judge. If this is a new appointment (most likely 22 number or later – then commissioner)

Has the matter been converted?

Is it a guardianship, conservatorship or both? If both, need guardian/conservator plan AND inventory. Otherwise, just plan.