|  |  |  |  |
| --- | --- | --- | --- |
| 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 |
|  | Plan/Inv Due | Due: | Filed: |
|  | Set Hearing | Yes /  No, exp |  |
|  | Mail to NP |  | Fechas en el declaration of mailing |
|  | Hearing Confirm Required? | Yes /  No |  |
|  | Ord to Comm | La fecha 2 dias antes de la hearing |  |
|  | 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**

|  |  |  |
| --- | --- | --- |
| 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.