

# Temporary Guardianship Checklist

*This checklist will help you prepare your Motion for Temporary Guardian.*

## Forms

## Completed

*\*Please review all forms for accuracy and completion before submitting to court.*

*\*\*these forms are in addition to your other Adult Guardianship and Rogers Authority forms*

<b>Motion for Appointment of Temporary Guardian for Incapacitated Person (Motion for Temporary Guardian)</b>	<input type="checkbox"/>
<b>Temporary Decree (proposed)</b>	<input type="checkbox"/>
<b>Temporary Bond</b>	<input type="checkbox"/>

## Next Steps:

1. Review the forms for accuracy and completion. Complete any additional forms.
2. File the forms with the Clerk's Office at:
3. Provide written notice to those entitled to notice of your Motion for Temporary Guardian 7-days before the hearing on the motion. The court may shorten or waive this requirement. Unless notice was shortened or waived, A certificate stating that such notice was given should be provided to the court at the hearing.
4. Go to court with copies of all documents, including an updated medical certificate (if applicable)
5. If you are appointed Temporary Guardian and notice was shortened or waived, serve Notice of Appointment for Temporary Guardian/Conservator and Notice of Right to Hearing on the Respondent personally and all other people entitled to notice. A certificate stating that service was done must be filed with the court within 7-days of the appointment.

## Additional Resources:

### Suffolk University Health Law Clinic

- The Health Law Clinic's student attorneys provide free legal services for adult guardianship cases.
- Address: 120 Tremont Street, Suite 150, Boston, MA 02108
- Phone Number: 617-573-8100

**Volunteer Lawyers Project (“VLP”)**

- VLP provides low income families and individuals with legal help, advice and information.
- Address: 7 Winthrop Square, 2nd Floor, Boston, MA 02110
- Website: <https://vlpnet.org/get-help/>
- Helpline (Monday-Friday 9am-12pm): 617-603-1700

**Commonwealth of Massachusetts**

- Forms, next steps, and additional information can be found on the Massachusetts website below.
- Website: <https://www.mass.gov/guardianship-conservatorship-of-incapacitated-persons>