

Renewing an LPS Conservatorship

In Sacramento, LPS conservatorships are initiated by the Public Guardian (through the County Counsel). When possible, family members are appointed as Conservators of the Person, as they are better suited to ascertain the conservatee's personal needs on a day-to-day basis.

Although the Public Guardian initially assists the family member in being appointed Conservator of the Person, the conservators must renew the appointment every year without the aid of the Public Guardian. Renewal requires obtaining and filing several doctors' declarations as well as a *Petition for Reappointment* and other documents. This Guide contains forms and instructions to assist in the renewal.

Templates and Forms

- [Doctor's Declaration in Support of Renewing LPS Template – RTF](https://saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-dr-declaration.rtf) (<https://saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-dr-declaration.rtf>)
- [Doctor's Declaration re Capacity to Consent \(LPS\) Template – RTF](https://saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-dr-consent.rtf) (<https://saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-dr-consent.rtf>)
- [Citation for Conservatorship \(GC-320\)](https://www.courts.ca.gov/documents/gc320.pdf) (<https://www.courts.ca.gov/documents/gc320.pdf>)
- [Petition to Renew LPS Conservatorship Template – RTF](https://saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-petition.rtf) (<https://saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-petition.rtf>)
- [Order Renewing LPS Conservatorship Template – RTF](https://saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-order.rtf) (<https://saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-order.rtf>)
- [Letters of Conservatorship \(GC-350\)](https://www.courts.ca.gov/documents/gc350.pdf) (<https://www.courts.ca.gov/documents/gc350.pdf>)
- [Notice of Hearing – Guardianship or Conservatorship \(GC-020\)](https://www.courts.ca.gov/documents/gc020.pdf) (<https://www.courts.ca.gov/documents/gc020.pdf>)
- [Proof of Personal Service of Hearing – Guardianship or Conservatorship \(GC-020p\)](https://www.courts.ca.gov/documents/gc020p.pdf) (<https://www.courts.ca.gov/documents/gc020p.pdf>)

Lanterman-Petris-Short Act (LPS) conservators may be appointed for “any person who is gravely disabled as a result of mental disorder or impairment by chronic alcoholism” when that person is unwilling or unable to accept treatment voluntarily. ([California Welfare & Institutions Code \(WIC\) §§5350](http://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=WIC§ionNum=5350), [5352](http://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=WIC§ionNum=5350), [5352](http://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=WIC§ionNum=5352).) Because they restrict the conservatee's civil rights, they are time-limited; they expire after one year unless the conservator successfully petitions for reappointment.

The primary special power of an LPS conservator is the right to place the conservatee in a treatment facility. [WIC §5358\(a\)](http://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=WIC§ionNum=5358) (http://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=WIC§ionNum=5358). The order appointing the conservator may also restrict the conservatee's right to a driver's license, to enter into contracts, to vote, to refuse or consent to treatment related to the disability, to refuse or consent to treatment unrelated to the disability, and to possess firearms. [WIC §5357](http://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=WIC§ionNum=5357) (http://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=WIC§ionNum=5357). These restrictions must be listed specifically in the order to be effective.

Step-by-Step Instructions

1

Obtain Doctors' Declarations

A minimum of 45 days prior to the expiration date of the current conservatorship, send the doctors the declarations for execution. The forms needed for the declarations are:

- [Doctors' declarations supporting the Petitioner](https://www.saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-dr-declaration.rtf) (<https://www.saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-dr-declaration.rtf>) (two needed)
- [Doctor's declaration on capacity to consent to medical treatment](https://www.saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-dr-consent.rtf) (<https://www.saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-dr-consent.rtf>) (one needed)

You may download customizable templates from the links listed above.

2

Complete the Required Forms

Instructions for completing the necessary forms are included at the end of this packet. The forms needed to renew an LPS conservatorship are:

- [Citation for Conservatorship](http://www.courts.ca.gov/documents/gc320.pdf) (<http://www.courts.ca.gov/documents/gc320.pdf>) (GC-320)
- [Petition for Reappointment of LPS Conservator](https://www.saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-petition.rtf) (<https://www.saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-petition.rtf>)
- [\(Proposed\) Order Granting Petition to Reappoint LPS Conservator](https://www.saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-order.rtf) (<https://www.saclaw.org/wp-content/uploads/2023/04/sbs-renewing-LPS-order.rtf>)
- [Letters of Conservatorship](http://www.courts.ca.gov/documents/gc350.pdf) (<http://www.courts.ca.gov/documents/gc350.pdf>) (GC-350)
- [Notice of Hearing—Guardianship or Conservatorship](http://www.courts.ca.gov/documents/gc020.pdf) (<http://www.courts.ca.gov/documents/gc020.pdf>) (GC-020)
- [Proof of Personal Service of Notice of Hearing—Guardianship or Conservatorship](http://www.courts.ca.gov/documents/gc020p.pdf) (<http://www.courts.ca.gov/documents/gc020p.pdf>) (GC-020(P))

You will also need copies of the current “Order Granting Petition to Appoint LPS Conservator” and “Letters of Conservatorship.” Attach these to the *Petition* as Exhibit A and Exhibit B.

At the end of this Guide are completed samples of these forms. You may download forms and customizable templates from the links listed above.

3

Make Copies, File Petition, Get Hearing Date, and Have Citation Issued

Make two copies of each:

- *Petition for Reappointment of LPS Conservator*
- *Declarations of doctors regarding conservatee*
- *Citation for Conservatorship (GC-320)*
- *Letters of Conservatorship (GC-350)*
- *(Proposed) Order Granting Petition to Reappoint LPS Conservator*

Leave the original copies unstapled, and staple each copy.

File the original and one copy of your documents at the Family Relations Courthouse, 3341 Power Inn Road, in Sacramento. There is no fee required. Also ask the clerk to endorse (stamp) the second copy for you. Keep that copy for later.

The clerk will assign a hearing date.

Ask the clerk to “issue” (file-stamp) the *Citation*. You will receive the original *Citation* back, now stamped.

4

Fill Out Notice of Hearing

Now that you have a hearing date, fill out the *Notice of Hearing*. You will be having it personally served on the conservatee and served by mail on the relatives and others who must be notified.

In item 1, list the documents you filed in Step 3. Photocopy all of the endorsed (file-stamped) documents from Step 3 to serve along with the Notice of Hearing. Make sufficient copies to serve one set each on everyone who is entitled to notice.

Who is entitled to notice?

- The conservatee
- the conservatee's attorney (the Public Defender),
- if the conservatee lives in a facility, the professional person in charge of the facility
- the county behavioral health director
- the county officer providing conservatorship investigations
- the conservatee's spouse, if any
- relatives to the second degree (parents, grandparents, siblings, children, and grandchildren) and
- anyone else the court instructs you to serve.

Under [California Probate Code §1822](http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=PROB§ionNum=1822.) (http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=PROB§ionNum=1822.), the *Notice of Hearing* must be personally served on the conservatee and on the conservatee's attorney (the Public Defender) and mailed to the remaining parties, at least 15 days before the hearing date. You cannot do

this yourself or ask anyone who gets notice to do it. It must be done by a non-party who is over 18.

5

Have Citation, Petition, and Notice of Hearing Personally Served on Conservatee

A *Citation* and a copy of the *Petition* must be served on the proposed conservatee by personal delivery (by a non-party who is over 18) at least 15 days before the hearing.

Fill out, but do not sign, (1) the *Certificate of Service* on the last page of the *Citation* and (2) the *Proof of Personal Service of Notice of Hearing—Guardianship or Conservatorship* (GC-020(P)). **Make a copy of the filled-out-but-unsigned *Certificate of Service* and *Proof of Personal Service* before proceeding.**

The server then personally delivers to the conservatee and the conservatee's attorney (the Public Defender) the issued *Citation*, a copy of the *Petition* and all other documents filed in Step 3, and the Notice of Hearing, along with copies of the unsigned Certificate of Service and Proof of Personal Service forms.

The server then signs the *Certificate of Service* on the last page of the original *Citation* and the *Proof of Personal Service of Notice of Hearing—Guardianship or Conservatorship* (GC-020(P)) and gives the signed documents back to you.

For more information, see our Guide on [Personal Service](https://www.saclaw.org/resource_library/personal-service/) (https://www.saclaw.org/resource_library/personal-service/).

6

Have Notice of Hearing and Petition Served by Mail on Relatives

Fill out, but do not sign, the *Proof of Service by Mail* on page 2 of the *Notice of Hearing*. You must separately list all people to be served. If you do not have room, you can attach [Attachment to Notice of Hearing Proof of Service by Mail \(Probate—Decedents' Estates and Guardianships and Conservatorships\)](http://courts.ca.gov/documents/gc020ma.pdf) (<http://courts.ca.gov/documents/gc020ma.pdf>), GC-20(MA) to list the remainder.

Be sure to check Box 5, "I served with the *Notice of Hearing – Guardianship or Conservatorship* a copy of the petition or other document referred to in the notice." **Make a copy of the unsigned *Proof of Service by Mail* on page 2 of the *Notice of Hearing* before proceeding.**

The server then mails a copy of the *Notice of Hearing* to each person listed.

The server then signs the *Proof of Service by Mail* form on page 2 of the *Notice of Hearing* and gives you the signed copy.

For more information on service by mail, see our guide on [Service by Mail](https://saclaw.org/resource_library/serving-documents-by-mail/) (https://saclaw.org/resource_library/serving-documents-by-mail/).

7

File Original Proofs of Service and Lodge Proposed Order and Letters

Make two copies of each:

- *Citation for Conservatorship* (GC-320) (with original signature on proof of service)
- *Notice of Hearing – Guardianship or Conservatorship* (GC-020), with original signature on proof of service (GC-020(P))
- Doctors' declarations supporting the Petitioner
- Doctor's declaration on capacity to consent to medical treatment
- *Letters of Conservatorship* (GC-350)
- *(Proposed) Order Granting Petition to Reappoint LPS Conservator*

Leave the original set unstapled. Staple and two-hole punch the other copies for insertion into a folder.

File and lodge the original and one copy of:

- *Citation for Conservatorship* (GC-320) (with original signature on proof of service)
- *Notice of Hearing – Guardianship or Conservatorship* (GC-020) (with original signature on proof of service, GC-020(P))
- Doctors' declarations supporting the Petitioner
- Doctor's declaration on capacity to consent to medical treatment
- *Letters of Conservatorship* (GC-350)
- *(Proposed) Order Granting Petition to Reappoint LPS Conservator*

File and lodge these documents in the Probate Department at the Family Relations Courthouse, 3341 Power Inn Road, Sacramento CA, 95826.

Get the clerk to endorse (file-stamp) the second copy of the documents and keep that set in your own file.

8

Contact Public Defender to Confirm Conservatee Has Been Interviewed

Check with the Public Defender to make sure they have interviewed their client, the conservatee.

9

Probate Notes (also called Calendar Notes)

About ten to twelve calendar days prior to the hearing, “Probate Notes” are issued by the court. Since these are confidential, you must visit the courthouse to check them.

Probate Notes list any deficiencies that should be filled in or fixed prior to the hearing. For instance, if notice was mistakenly given by mail when it needed to be personally served, the Probate Notes will alert you so that you can re-serve in time. You must respond and clear Probate Notes in advance of the hearing. You should check back every couple of days to see if additional Probate Notes have been added.

For more information on responding to Probate Notes, see our guide on [Clearing Probate Calendar Notes for Guardianship or Conservatorship](https://saclaw.org/resource_library/clearing-probate-calendar-notes-for-guardianship-or-conservatorship/) (https://saclaw.org/resource_library/clearing-probate-calendar-notes-for-guardianship-or-conservatorship/).

10

Attend Hearing and Pick Up Endorsed Copy of Order

On the hearing date, attend the hearing. It is recommended to bring file-stamped copies of all paperwork to the hearing. If all goes well, the court will issue the *Order Granting Petition to Reappoint LPS Conservator*. Obtain an endorsed copy of this *Order* from the clerk or bailiff before you leave the courtroom.

11

Have Clerk Issue Letters

Once you have the endorsed copy of the court order, go over to the probate court clerks’ counter and have them issue the *Letters of Conservatorship*.

12

Have Order and Letters Served

Have the *Order* and *Letters of Conservatorship* served by mail on the same list of people as served in Step 6, plus the conservatee, using the same process as in Step 6.

For Help

[Public Administrator/Guardian/Conservator](https://dcfas.saccounty.gov/SAS/Pages/PA-PG-PC/SP-Public-AdministratorGuardianConservator.aspx) (<https://dcfas.saccounty.gov/SAS/Pages/PA-PG-PC/SP-Public-AdministratorGuardianConservator.aspx>)

Telephone: (916) 875-4467

For More Information

On the Web:

Santa Clara Superior Court: [Self-Help – LPS \(Mental Health\) Conservatorship](http://www.sccscourt.org/self_help/probate/conservatorship/conservatorship_lps.shtml)

http://www.sccscourt.org/self_help/probate/conservatorship/conservatorship_lps.shtml. The Santa Clara court's website has useful information about LPS conservatorships.

At the Law Library:

California Conservatorship Practice KFC 112 .C34 Chap. 23

This practice guide, aimed at attorneys, contains detailed information about LPS conservatorships and about factors which determine whether a proposed conservatee is "gravely disabled" under the LPS Act.

Electronic Access: On the Law Library's computers, using *OnLaw*.

Samples

Citation for Conservatorship (GC-320)

GC-320

<p>ATTORNEY OR PARTY WITHOUT ATTORNEY: STATE: CA ZIP CODE: 95814</p> <p>NAME: Carla Conservator FAX NO.:</p> <p>FIRM NAME:</p> <p>STREET ADDRESS: 123 Main St.</p> <p>CITY: Sacramento</p> <p>TELEPHONE NO.: 916-555-1212</p> <p>E-MAIL ADDRESS:</p> <p>ATTORNEY FOR (name): In Pro Per</p> <p>SUPERIOR COURT OF CALIFORNIA, COUNTY OF Sacramento</p> <p>STREET ADDRESS: 3341 Power Inn Rd.</p> <p>MAILING ADDRESS: 3341 Power Inn Rd.</p> <p>CITY AND ZIP CODE: Sacramento CA 85816</p> <p>BRANCH NAME: Ridgeway Family Relations Courthouse</p> <p>CONSERVATORSHIP OF THE <input checked="" type="checkbox"/> PERSON <input type="checkbox"/> ESTATE</p> <p>of (name): John Smith</p> <p style="text-align: center;">PROPOSED CONSERVATEE</p> <p style="text-align: center;">CITATION FOR CONSERVATORSHIP</p> <p><input type="checkbox"/> Limited Conservatorship</p>	<p>FOR COURT USE ONLY</p> <p>CASE NUMBER: 13 PR1234567</p>
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THE PEOPLE OF THE STATE OF CALIFORNIA,

To (name): John Smith

1. You are hereby cited and required to appear at a hearing in this court on

a. Date: June 1, 2014	Time: 8:30 a.m.	Dept.: 129	Room:
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b. Address of court: ☒ same as noted above ☐ other (specify):

and to give any legal reason why, according to the verified petition filed with this court,

☒ unable to provide for your personal needs ☒ unable to manage your financial affairs

why the following person should not be appointed ☒ conservator ☐ limited conservator

☐ estate (name):

2. A conservatorship of the person may be created for a person who is unable properly to provide for physical health, food, clothing, or shelter. A conservatorship of the property (estate) may be created for a person who is unable to resist fraud or undue influence, or who is substantially unable to manage his or her own financial resources. "Substantial inability" may not be proved solely by isolated incidents of negligence or improvidence.

3. At the hearing a conservator may be appointed for your ☒ person ☐ estate

The appointment may affect or transfer to the conservator your right to contract, to marry, to give informed consent for medical treatment, to fix your place of residence, and to marry.

4. You may be disqualified from voting if you are found to be incapable of communicating, with or without reasonable accommodations, a desire to participate in the voting process. You will not be disqualified from voting on the basis that you do, or would need to do, any of the following to complete an affidavit of voter registration:

a. Sign the affidavit of voter registration with a mark or a cross, pursuant to Section 2150(b) of the Elections Code;

b. Sign the affidavit of voter registration by means of a signature stamp pursuant to Section 354.5 of the Elections Code;

c. Complete the affidavit of voter registration with the assistance of another person pursuant to Section 2150(d) of the Elections Code; or

d. Complete the affidavit of voter registration with reasonable accommodations.

5. The judge or the court investigator will explain to you the nature, purpose, and effect of the proceedings and answer questions concerning the explanation.

CONTINUED ON PAGE 2. THE CLERK'S SEAL IS ALSO ON THAT PAGE.

Form Adopted for Mandatory Use
Judicial Council of California GC-320
[Rev. July 1, 2016]

CITATION FOR CONSERVATORSHIP
(Probate—Guardianships and Conservatorships)

Probate Code, § 1823
www.courtss.ca.gov

Citation for Conservatorship (GC-320) (page 1)



GC-320	
CONSERVATORSHIP OF THE <input checked="" type="checkbox"/> PERSON <input type="checkbox"/> ESTATE of (name): John Smith	CASE NUMBER: 13 PR1234567
PROPOSED CONSERVATEE	

6. You have the right to appear at the hearing and oppose or represent you. The court will appoint an attorney to represent you if you are able. You have the right to a jury trial.


7. *(For limited conservatorship only)* In addition to the rights stated in item 6 above, you have the right to oppose the petition in part by objecting to any or all of the requested duties or powers of the limited conservator.

Date: _____ Clerk, by _____, Deputy

Leave this blank. The court clerk will date and sign here.

Fill out conservatee's name and case number. Check "person."

Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available upon request if at least 5 days notice is provided. Contact the clerk's office for *Request for Accommodations by Persons With Disabilities and Order* (form MC-410). (Civil Code section 54.8.)



GC-320 (Rev. July 1, 2016)**CITATION FOR CONSERVATORSHIP**
(Probate—Guardianships and Conservatorships)Page 2 of 3

- 2 -

Citation for Conservatorship (GC-320) (page 2)



GC-320

CONSERVATORSHIP OF THE ☒ PERSON ☐ ESTATE

of (name): John Smith

CASE NUMBER: 13PR1234567

Fill out conservatee's name and case number. Check "person."

1. At the time of service I was at least 18 years of age and not a party to this proceeding. I served copies of the Citation for Conservatorship and the Petition for Appointment of Probate Conservator (form GC-310) as follows:

2. a. Person cited (name): John Smith

b. Person served: (1) ☒ person in item 2a
(2) ☐ other (specify name and title or relationship to the person):

2.a. Name of conservatee
2.b. Check box (1) if you served the conservatee, box (2) if you served a different person, and include their information
2.c. Address where the service took place.

c. Address (specify): Maple Street Care Facility, 456 Maple St., Sacramento CA 95814

3. I served the person named in item 2

a. ☒ by personally delivering the copies (1) on (date): May 10, 2014 (2) at (time): 4:22 p.m.

b. ☐ by mailing the copies to the person served, addressed as shown in item 2c, by first-class mail, postage prepaid,
(1) on (date): (2) from (city):

(3) ☐ with two copies of the Notice and Acknowledgment of Receipt—Civil and a copy addressed to me. (Attach completed Notice and Acknowledgment of Receipt)

(4) ☐ to an address outside California with return receipt requested. (Attach completed return receipt)

c. ☐ other (specify other manner of service, and the authorizing code section and order of the court):

3. This section should be filled out with information about where and when the documents were handed to the conservatee.

4. a. Person serving (name, address, and telephone number):
Sally Server
457 Oak St.
Sacramento CA 94826
916-555-3424

4.a. This section should be filled out with the SERVER's address information
4.b-e. Fill in additional information regarding server. If a friend does it for free, check box c. and leave the others blank.

b. ☐ Fee for service: \$

c. ☒ Not a registered California process server.

d. ☐ Exempt from registration under Business and Professions Code section 22350(b).

e. ☐ Registered California process server.
(1) ☐ Employee or independent contractor.
(2) Registration no. (specify):
(3) County (specify):
(4) Expiration (date):

5. Check box 5 so that server is declaring under penalty of perjury.

5. ☒ I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

6. ☐ I am a California state employee and the foregoing is true and correct.

Date: May 10, 2014

Server should date and sign after delivering the documents to the conservatee.

(SIGNATURE OF PERSON SERVING)

GC-320 [Rev. January 1, 2016] CITATION FOR CONSERVATORSHIP (Probate—Guardianships and Conservatorships) Page 3 of 3

Citation for Conservatorship (GC-320) (page 3)

Petition to Renew Conservatorship

1	Carla Conservator	
2	123 Main St.	
3	Sacramento CA 95814	
4	916-555-1212	
5	CARLA CONSERVATOR, IN PRO PER	
6	IMPORTANT: RED boxes and arrows are instructions, and are not part of your completed document. Download the templates and fill in the blanks with information fitting your case.	
7		
8		
9	SUPERIOR COURT OF THE STATE OF	Fill out name of conservatee and the case number (this will be the same number as on the original orders).
10	FOR THE COUNTY OF SACRAMENTO	
11	LPS Conservatorship of the person of John) Case No.: 13PR1234567	
12	Smith, a proposed conservatee)	
13) PETITION TO	Fill out date, time, and department number for hearing.
14) CONSERVATORSHIP	
15) (WELF & I C §§5350-5371)	
16) Hearing date: June 1, 2014	
17) Time: 8:30 a.m.	
) Dep't: 129	
18	I, Carla Conservator, alleges:	
19	On June 13, 2013, this Court appointed Petitioner the conservator of the person of John Smith. See "Exhibit A." On June 13, 2013, letters of conservatorship were issued to Petitioner. See "Exhibit B." Since that date petitioner has served as conservator of the person of John Smith.	Fill in "mental disorder" or "chronic alcoholism" as needed.
20	Petitioner has determined that the conservatorship is still required for conservatee, because conservatee is still gravely disabled as a result of mental disorder.	
21	3. Petitioner's determination is supported by the written opinions of Dr. Mary Jones, duly licensed physician, residing and engaged in medical practice in the City of Citrus Heights, County of Sacramento, California, and Dr. Allan Parson, duly licensed clinical psychologist,	
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	- 1 -	

Petition to Renew Conservatorship (page 1)

1	residing and engaged in medical practice in the City of Sacramento , County of Sacramento ,
2	California, which opinions state, in effect, that the conservatee is still gravely disabled as a
3	result of mental disorder . These opinions are lodged on this date.
4	
5	is not reappointed conservator of the conservatee, the conservatorship will
6	terminate on June 15, 2014 , pursuant to the provisions of Welf. & Inst. Code
7	
8	5. On reestablishment of the conservatorship, the following rights and privileges enumerated in
9	Welf. & Inst. Code § 5357 should be denied the conservatee:
10	The privilege of possessing a license to operate a motor vehicle;
11	The right to enter into a contract;
12	The right to vote;
13	The right to enter into the following types of transactions: leases for real property;
14	The right to enter into transactions that are in excess of \$50;
15	The right to refuse treatment related specifically to the conservatee's grave disability;
16	The right to refuse routine medical treatment that is unrelated to the proposed conservatee's
17	grave disability;
18	The right to possess a firearm.
19	
20	WHEREFORE, petitioner requests that:
21	
22	1. That petitioner as conservator of the person of the conservatee for a succeeding
23	specifically from June 15, 2014 to June 14, 2015 .
24	the same powers granted to the conservator on the previous appointment by the
25	court.
26	
27	3. Conservatee be denied
28	The privilege of possessing a license to operate a motor vehicle;

Petition to Renew Conservatorship (page 2)

1	The right to enter into a contract;
2	The right to vote;
3	The right to enter into the following types of transactions: leases for real property;
4	The right to enter into transactions that are in excess of \$50;
5	The right to refuse treatment related specifically to the conservatee's grave disability;
6	The right to refuse routine medical treatment that is unrelated to the proposed conservatee's
7	grave disability;
8	The right to possess a firearm.
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10	4. The court grant any other and further relief that the court considers proper.
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13	DATED: <u>May 12, 2014</u> <u>Carla Conservator</u>
14	CARLA CONSERVATOR, In Pro Per
15	Petitioner
16	
17	VERIFICATION
18	I, <u>Carla Conservator</u> , the petitioner in this matter, declare that I have read the petition and
19	know its contents, which are true to my own knowledge except for those matters stated on my
20	information and belief, and as to those matters I believe the petition to be true.
21	I declare under penalty of perjury under the laws of the State of California that the foregoing
22	is true and correct.
23	Date: <u>May 12, 2014</u> <u>Carla Conservator</u>
24	Carla Conservator, Petitioner
25	
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Petition to Renew Conservatorship (page 3)

<p>1 Carla Conservator 123 Main St. 2 Sacramento CA 95814 3 916-555-1212</p>	<p>FOR COURT USE ONLY FILED ENDORSED SAMPLE By <u>R. Mays</u> Deputy Clerk</p>
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Attach a complete copy of the previous order as Exhibit A.

PRO PER

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SUPERIOR COURT OF THE STATE OF CALIFORNIA
FOR THE COUNTY OF SACRAMENTO

LPS Conservatorship of the person of John) Case No.: 13PR1234567
Smith, a proposed conservatee) ORDER GRANTING PETITION TO
APPOINT LPS CONSERVATOR [AND
GRANTING ADDITIONAL POWERS]
(WELF & C §§5350-5371)
Hearing date: June 1, 2013
Time: 8:30 a.m.
Dep't: 129

The petition of Carla Conservator for appointment of Carla Conservator as conservator of the person of John Smith, department 129. Petitioner appeared as attorney for John Smith, who was the subject of the petition, to appear and testify as to whether he is gravely disabled.

The Court finds that all the facts and circumstances given as required by law, that the conservatee is gravely disabled as a

EXHIBIT A

- 1 -
ORDER GRANTING PETITION FOR REAPPOINTMENT
OF LPS CONSERVATOR OF THE PERSON

Petition to Renew Conservatorship (Exhibit A)



GC-350

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address):
☐ After recording return to:
CARLA CONSERVATOR
123 Main St
Sacramento, CA 95826
City and ZIP Code: Sacramento, CA 95826
Branch Name: Family Relations Courthouse

EMAIL: _____
ATTORNEY: _____
SUPERIOR COURT: _____

FOR COURT USE ONLY
FILED
ENDORSED
SAMPLE
By: R. Mays
Deputy Clerk

FOR RECORDER'S USE ONLY
CASE NUMBER: 13PR1234567

CONSERVATORSHIP OF (Name): John Smith
CONSERVATEE

LETTERS OF CONSERVATORSHIP
☒ Person ☐ Estate ☐ Limited Conservatorship

1. ☒ (Name): Carla Conservator is the appointed conservator of the person and estate of (name): John Smith.

2. ☐ (For conservatorship that was on December 31, 1980, a guardianship of the person of the person of a married minor) (Name): _____ was appointed the guardian of the _____ person _____ estate by order dated _____ (specify): _____ and is now the conservator of the _____ person _____ estate.

3. ☒ Other powers have been granted or conditions imposed are specified in Attachment 3i.

a. ☒ Exclusive authority in good faith based on limitations stated in _____ (1) ☐ This treatment call for _____ (2) ☐ (If court order)

b. ☒ Authority to place the conservatee in a residential facility.

c. ☐ Authority to authorize the conservatee to execute any instrument.

d. ☐ Powers to be exercised by the conservator are specified in Attachment 3d (specify powers): _____

e. ☐ Conditions relating to the conservatee are specified in Attachment 3e.

f. ☐ Conditions relating to the conservatee are specified in Attachment 3f.

g. ☐ (For limited conservatorship only) Powers of the limited conservator of the estate under Probate Code section 1830.4(b) are specified in Attachment 3h.

h. ☐ (For limited conservatorship only) Powers of the limited conservator of the estate under Probate Code section 1830.4(b) are specified in Attachment 3h.

i. ☐ Other powers granted or conditions imposed are specified in Attachment 3i.

4. ☐ The conservator is not authorized to take possession of money or any other property without a specific court order.

5. Number of pages attached: 2

WITNESS, clerk of the court, with seal of the court affixed.
Date: June 1, 2013
Clerk, by: _____, Deputy

EXHIBIT B

Page 1 of 2

This form may be recorded as notice of the establishment of conservatorship of the estate as provided in Probate Code section 1830.4. Adopted for Mandatory Use by the Judicial Council of California, October 2009 (Rev. January 1, 2009).

LETTERS OF CONSERVATORSHIP
(Probate—Guardianships and Conservatorships)

Probate Code, §§ 1830.4, 2580-2583, Code of Civil Procedure, § 20156
www.courtinfo.ca.gov

Petition to Renew Conservatorship (Exhibit B)

Proposed Order Granting Petition

1	Carla Conservator	
2	123 Main St.	
3	Sacramento CA 95814	
4	916-555-1212	
5	CARLA CONSERVATOR, IN PRO PER	
6	IMPORTANT: RED boxes and arrows are instructions, and are not part of your completed document. Download the templates and fill in the blanks with information fitting your case.	
7		
8		
9	SUPERIOR COURT OF THE STATE OF CALIFORNIA	
10	FOR THE COUNTY OF SACRAMENTO	
11	LPS Conservatorship of the person of John	Case No.: 13PR1234567
12		
13	Smith, a proposed conservatee	[PROPOSED PETITION TO REAPPOINTMENT OF LPS CONSERVATOR (WELF & FC §§5350-5371)
14		
15		
16		Hearing date: June 1, 2014
17		Time: 8:30 a.m.
18		Dep't: 129
19	The verified petition of Carla Conservator for reappointment of conservator for gravely disabled person came on regularly for hearing on June 1, 2014. Petitioner Carla Conservator appeared in pro per and _____ appeared as attorney for John Smith, who was present at the hearing and waived a jury trial on the issue of whether he is gravely disabled.	
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25	On considering the petition, including the written declarations of two physicians or licensed psychologists, the court finds that:	
26		
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- 1 -
ORDER GRANTING PETITION FOR REAPPOINTMENT
OF LPS CONSERVATOR OF THE PERSON

Proposed Order Granting Petition (page 1)

<p>1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28</p>	<p>Erase any rights or privileges that should not be denied. Unless things have changed, this will probably match list in the original order.</p> <p>hearing on the petition has been duly and regularly given as required by law;</p> <p>as set forth in the petition are true and correct;</p> <p>3. The proposed conservatee is still gravely disabled as a result of mental disorder; and</p> <p>4. The proposed conservatee should be denied the following rights and privileges:</p> <p style="padding-left: 20px;">The privilege of possessing a license to operate a motor vehicle;</p> <p style="padding-left: 20px;">The right to enter into a contract;</p> <p style="padding-left: 20px;">The right to vote;</p> <p style="padding-left: 20px;">The right to enter into the following types of transactions: leases for real property;</p> <p style="padding-left: 20px;">The right to enter into transactions that are in excess of \$50;</p> <p style="padding-left: 20px;">The right to refuse treatment related specifically to the conservatee's grave disability;</p> <p style="padding-left: 20px;">The right to refuse routine medical treatment that is unrelated to the proposed conservatee's grave disability;</p> <p style="padding-left: 20px;">The right to possess a firearm.</p> <p>Erase any rights or privileges that should not be denied. Unless things have changed, this will probably match list in the original order.</p> <p>ORDERED THAT:</p> <p>ppointed conservator of the person of John Smith, effective June 15, 2014 for a</p> <p>one-year period ending June 14, 2015.</p> <p>2. The conservatee is denied the following rights and privileges:</p> <p style="padding-left: 20px;">The privilege of possessing a license to operate a motor vehicle;</p> <p style="padding-left: 20px;">The right to enter into a contract;</p> <p style="padding-left: 20px;">The right to vote;</p> <p style="padding-left: 20px;">The right to enter into the following types of transactions: leases for real property;</p> <p style="padding-left: 20px;">The right to enter into transactions that are in excess of \$50;</p> <hr/> <p style="text-align: center;">- 2 -</p> <p style="text-align: center;">ORDER GRANTING PETITION FOR REAPPOINTMENT OF LPS CONSERVATOR OF THE PERSON</p>
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Proposed Order Granting Petition (page 2)

1	The right to refuse treatment related specifically to the conservatee's grave disability;
2	The right to refuse routine medical treatment that is unrelated to the proposed conservatee's
3	grave disability;
4	The right to possess a firearm.
5	
6	3. Carla Conservator, as conservator, will have the same powers as those granted to the
7	conservator on her original appointment by this court.
8	
9	Date: June 1, 2014
10	
11	Hon. Matthew J. Gary
12	Judge of the Sacramento County
13	Superior Court
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Leave blank for the judge to sign.

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ORDER GRANTING PETITION FOR REAPPOINTMENT
OF LPS CONSERVATOR OF THE PERSON

Proposed Order Granting Petition (page 3)

Letters of Conservatorship

GC-350

ATTORNEY OR PARTY WITHOUT ATTORNEY (name, address, and phone number)
After recording return to:
CARLA CONSERVATOR
123 Main St.
Sacramento CA 95814

TEL NO.: 916-555-1212 FAX NO. (optional):
E-MAIL ADDRESS (optional):
ATTORNEY FOR (name): In Pro Per

SUPERIOR COURT OF CALIFORNIA, COUNTY OF Sacramento
STREET ADDRESS: 3341 Power Inn Rd.
MAILING ADDRESS: 3341 Power Inn Rd.
CITY AND ZIP CODE: Sacramento, CA 95826
BRANCH NAME: Family Relations Courthouse

CONSERVATORSHIP OF (name):
John Smith

CASE NUMBER:
13APR 1234567

LETTERS OF CONSERVATORSHIP
☒ Person ☐ Estate ☐ Limited Conservatorship

1. ☐ (Name): Carla Conservator is ☒ conservator ☐ limited conservator of the ☒ person of (name): John Smith

2. ☐ (For conservatorship that was on December 31, 1980, a guardian of the person of a married minor) (Name):
was appointed the guardian of the ☐ person ☐ estate (specify):
☐ estate of (name):

3. ☒ Other powers have been granted or conditions imposed as follows:
a. ☒ Exclusive authority to give consent for and to require the conservatee to receive medical treatment that the conservator in good faith based on medical advice determines to be necessary even if the conservatee objects, subject to the limitations stated in Probate Code section 2356.
(1) ☐ This treatment shall be performed by an accredited practitioner of the religion for reliance on prayer alone for healing of which the conservatee was an adherent of the conservatorship.
(2) ☐ (If court order limits duration) This medical authority terminates on (date):
b. ☒ Authority to place the conservatee in a care or nursing facility described in Probate Code section 2356.5(c).
c. ☐ Authority to authorize the administration of medications appropriate for the care and Probate Code section 2356.5(c).
d. ☐ Powers to be exercised independently under Probate Code section 2590 are specified in Attachment 3d (specify powers, restrictions, conditions, and limitations).
e. ☐ Conditions relating to the care and custody of property under Probate Code section 2402 are specified in Attachment 3e.
f. ☐ Conditions relating to the care, treatment, education, and welfare of the conservatee are specified in Attachment 3f.
g. ☐ (For limited conservatorship only) Powers of the limited conservatorship are specified in Attachment 3g.
h. ☐ (For limited conservatorship only) Powers of the limited conservatorship are specified in Attachment 3h.
i. ☐ Other powers granted or conditions imposed are specified in Attachment 3i.

(SEAL)

4. ☐ The conservator is not authorized to take possession of money or any other property without a specific court order.

5. Number of pages attached: 2

WITNESS, clerk of the court, with seal of the court affixed.
Date: _____
Clerk, by _____, Deputy

This form may be recorded as notice of the establishment of a conservatorship.

Form Adopted for Mandatory Use
Judicial Council of California
GC-350 [Rev. July 1, 2015]

LETTERS OF CONSERVATORSHIP
(Probate—Guardianships and Conservatorships)

Probate Code, §§ 1834, 2690–2693;
Code of Civil Procedure, § 2015.6
www.courts.ca.gov

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375.

Letters of Conservatorship (GC-350) (page 1)



GC-350	
CONSERVATORSHIP OF (Name): John Smith	CASE NUMBER: 13PR1234567
CONSERVATEE	

NOTICE TO INSTITUTIONS AND FINANCIAL INSTITUTIONS
(Probate Code sections 2890–2893)

When these *Letters of Conservatorship* (Letters) are delivered to you as an employee or other representative of an *institution* or *financial institution* (described below) in order for the conservator of the estate (1) to take possession or control of an asset of the conservatee named above held by your institution (including changing title, withdrawing all or any portion of the asset, or transferring all or any portion of the asset) or (2) to open or change the name of an account or a safe-deposit box in your financial institution to reflect the conservatorship, you must fill out Judicial Council form GC-050 (for institutions) or GC-051 (for financial institutions). An officer authorized by your institution or financial institution must date and sign the form with the court.

There is no filing fee for filing the form. You may either arrange for personal delivery of the form or mail it to the court for filing at the address given for the court on page 1 of these Letters.

The conservator should deliver a blank copy of the appropriate form to you with these Letters, but it is your institution's or financial institution's responsibility to complete the correct form, have an authorized officer sign it, and file the completed form with the court. If the correct form is not delivered with these Letters or is unavailable for any other reason, blank copies of the forms may be obtained from the court. The forms may also be accessed from the judicial branch's public Web site free of charge. The Internet address (URL) is www.courtinfo.ca.gov/forms. Select the form group *Probate—Guardianships and Conservatorships* and scroll down to form GC-050 for an institution or form GC-051 for a financial institution. The forms may be printed out as blank forms and filled in by typewriter (nonfillable form) or may be filled out online and printed out ready for signature and filing (fillable form).

An *institution* under California Probate Code section 2890(c) is an insurance company, agent, or broker; an investment company; an investment bank; a securities broker-dealer; an investment advisor; a financial planner; a financial advisor; or any other person who takes, holds, or controls an asset subject to a guardianship other than a financial institution. Institutions must file a *Notice of Taking Possession or Control of an Asset of Minor or Conservatee* (form GC-050) for an asset of the conservatee held by the institution. A single form may be filed for all affected assets held by the institution.

A *financial institution* under California Probate Code section 2892(b) is a bank, an industrial bank, or a credit union. Financial institutions must file a *Notice of Taking Possession or Control of an Asset of Minor or Conservatee* (form GC-051) for an asset of the conservatee held by the institution. A single form may be filed for all affected accounts or safe-deposit boxes held by the institution.

LETTERS OF CONSERVATORSHIP
AFFIRMATION

I solemnly affirm that I will perform according to law the duties of ☒ conservator ☐ limited conservator.

Executed on (date): June 1, 2014, at (place): City of Sacramento, California

Carla Conservator _____
(TYPE OR PRINT NAME) (SIGNATURE OF APPOINTEE)

CERTIFICATION

I certify that this document, including any attachments, is a correct copy of the original on file in my office, and that the Letters issued to the person appointed above have not been revoked, annulled, or set aside, and are still in full force and effect.

(SEAL) _____

Date: _____

Clerk, by _____, Deputy

LETTERS OF CONSERVATORSHIP
(Probate—Guardianships and Conservatorships)

Page 2 of 2

Letters of Conservatorship (GC-350) (page 2)



Notice of Hearing – Conservatorship

GC-020

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, Rate or number) Carla Conservator 123 Main St Sacramento, CA 95814		Your name, address, and phone number. "In Pro Per" means you are representing yourself.
TELEPHONE NO.: 916-555-1212		Court name, address, and branch.
E-MAIL ADDRESS (Optional): ATTORNEY FOR (Name): In Pro Per		Fill out conservatee information and the case number (this will be the same number as on the original orders).
SUPERIOR COURT OF CALIFORNIA, COUNTY OF Sacramento STREET ADDRESS: 3341 Power Inn Road MAILING ADDRESS: CITY AND ZIP CODE: Sacramento, CA 95826 BRANCH NAME: Family Relations Courthouse		CASE NUMBER: 13PR1234567
<input type="checkbox"/> GUARDIANSHIP <input checked="" type="checkbox"/> CONSERVATORSHIP OF THE <input checked="" type="checkbox"/> PERSON <input type="checkbox"/> ESTATE OF (Name): John Smith <input type="checkbox"/> MINOR <input checked="" type="checkbox"/> (PROPOSED) CONSERVATEE		
NOTICE OF HEARING—GUARDIANSHIP OR CONSERVATORSHIP		

This notice is required by law.
This notice does not require you to appear in court, but you may appear.

1. NOTICE is given that (name): **Carla Conservator**
 (representative capacity, if any):
 has filed (specify):
Citation for Conservatorship (GC-320), Petition for Reappointment of LPS Conservator, Proposed Order Granting Petition for Reappointment of LPS Conservator, and Letters of Conservatorship (GC-350)
2. You may refer to documents on file in this proceeding for more information. (Some documents filed with the court are confidential. Under some circumstances you or your attorney may be able to see or receive copies of those documents in the proceeding or apply to the court.)
3. ☐ The petition includes an application for the independent exercise of powers by:
☐ Probate Code section 2408 ☐ Probate Code section 2590.
 Powers requested are ☐ specified below ☐ specified in Attachment
4. Fill out date, time, and place of hearing.
 If the hearing IS at the courthouse listed above, check the first box.
 If the hearing is NOT at the address above, check the second box and type in the address.

4. A HEARING on the matter will be held as follows:

a. Date: June 1, 2014	Time: 8:30 am.	Dept: 129	Room:
b. Address of court <input checked="" type="checkbox"/> same as noted above <input type="checkbox"/> is (specify):			

Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available upon request if at least 5 days notice is provided. Contact the clerk's office for Request for Accommodations by Persons with Disabilities and Order (form MC-410). (Civil Code section 54.8.)

Form Adopted for Mandatory Use
 Judicial Council of California
 GC-020 (Rev. July 1, 2009)

NOTICE OF HEARING—GUARDIANSHIP OR CONSERVATORSHIP
 (Probate—Guardianships and Conservatorships)

Page 1 of 2
 Probate Code, §§ 1304,
 1405-1409, 1511, 1522
 www.courtinfo.ca.gov

Notice of Hearing – Guardianship or Conservatorship (GC-020) (page 1)



<input type="checkbox"/> GUARDIANSHIP <input checked="" type="checkbox"/> CONSERVATORSHIP OF THE <input checked="" type="checkbox"/> PERSON <input type="checkbox"/> ESTATE		CASE NUMBER: 13PR1234567
OF (Name): John Smith		
<input type="checkbox"/> MINOR <input checked="" type="checkbox"/> (PROPOSED) CONSERVATEE		

NOTE: *

A copy of this *Notice of Hearing—Guardianship or Conservatorship* ("Notice") must be "served" on—delivered to—each person who has the right under the law to be notified of the date, time, place, and purpose of a court hearing in a guardianship or conservatorship. Copies of this Notice may be served by mail in most situations. In a guardianship, however, copies of this Notice must sometimes be personally served on certain persons; and copies of this Notice may be personally served instead of served by mail in both guardianships and conservatorships. The petitioner (the person who requested the court hearing) may not personally perform either service by mail or personal service, but must show the court that copies of this Notice have been served in a way the law allows. The petitioner does this by arranging for someone else to perform the service and complete and sign a proof of service, which the petitioner then files with the original Notice.

This page contains a proof of service that may be used only to show service by mail. If the petitioner performs the service must complete and sign a proof of personal service, and each attached to this Notice when it is filed with the court. You may use form GC-020(F).

* (This Note replaces the clerk's certificate of posting on prior versions of this form. If notice by posting is desired, attach a copy of form GC-020(C), Clerk's Certificate of Posting Notice of Hearing—Guardianship or Conservatorship.)

PROOF OF SERVICE BY MAIL

- I am over the age of 18 and not a party to this cause. I am a resident of or employed in the county where the mailing occurred.
- My residence or business address is (specify):
457 Oak St. Sacramento CA 95814
- I served the foregoing *Notice of Hearing—Guardianship or Conservatorship* on each an envelope addressed as shown below AND:
 - ☒ depositing the sealed envelope with the United States Postal Service or with the postage fully prepaid.
 - ☐ placing the envelope for collection and mailing on the date and at the place shown in item 4 following our ordinary business practices. I am readily familiar with this business's practice for collecting and processing correspondence for mailing. On the same day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service in a sealed envelope.
- a. Date mailed: 5/10/2014 b. Place mailed (city, state): Sacramento
- ☒ I served with the *Notice of Hearing—Guardianship or Conservatorship* a copy of the petition or other document referred to in the Notice.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

Sally Server

(TYPE OR PRINT NAME OF PERSON COMPLETING THIS FORM)

(SIGNATURE OF PERSON COMPLETING THIS FORM)

NAME AND ADDRESS OF EACH PERSON TO WHOM NOTICE WAS MAILED

Name of person served	Address (number, street, city, state, and zip code)
1. Paula Parent and Peter Parent	987 Dahlia St., Sacramento CA 95814
2. Sylvia Si	Dr., Sacramento CA 95814
3. Georgia and Gareth Grandparent	321 Floribunda Rd., Sacramento CA 95814
4. Charles Child	701 Freesia Ave., Sacramento CA 95814

☐ Continued on an attachment. (You may use form DE-120(MA)/GC-020(MA) to serve more than four people.)

NOTICE OF HEARING—GUARDIANSHIP OR CONSERVATORSHIP
(Probate—Guardianships and Conservatorships)

Page 2 of 2

Notice of Hearing – Guardianship or Conservatorship (GC-020) (page 2)

