

The Second Judicial District Court of the
State of Nevada in and for the County of Washoe

INSTRUCTIONS FOR GUARDIANS

When a minor is unable to make decisions due to age and lack of parental supervision, that person becomes, upon appointment of guardian, a “protected minor” of the Court. The Court appoints a “guardian” who agrees to assume responsibility for the protected minor's health and welfare. The guardian is also responsible for submitting annual reports to the Court.

If the Court has appointed you guardian, there are certain things you must do, and certain things you cannot do. If you fail to perform any of your duties as guardian, you may be removed as guardian and be held personally liable for any loss or damage sustained by the protected minor by reason of your failure. You are under a duty, at all times, to act in the best interests of the protected minor and to avoid conflicts of interest which impair your ability to so act. Under the laws of the State of Nevada, you are bound to obey the following rules:

1. If you are appointed Guardian of the Person, each year, within 60 days of the anniversary of your appointment, you must file an Annual Report on the condition of the protected minor. You may also be required to attend hearings every three years.
2. If you are appointed Guardian of the Person, you have the duty to take charge of the protected minor and provide for the care, treatment, rehabilitation, education, support and maintenance of the minor.
3. If you are appointed Guardian of the Estate, within 60 days after your appointment as guardian, you must file an Inventory, Appraisal, and Record of Value showing all the property belonging to the protected minor.
4. If you are appointed Guardian of the Estate, each year, within 60 days of the anniversary of your appointment, you must file an Annual Account for the income, expenses, and estate balance of the protected minor. Be sure to save receipts as the Court can order them to be filed. You may also be required to attend hearings every year.
5. If you are appointed Guardian, the guardianship does not automatically end when the minor becomes 18 years of age. You remain liable until you file a final Annual Report, final Account, or Petition for Termination or Discharge, and receive a written Order Terminating Guardianship or Order of Discharge from the Court. The same rules must be followed when there is no further need for the guardianship, such as when a minor returns to the care and home of their parent.
6. You may download any of the forms from the Court's web site at <https://www.washoecourts.com/Main/FormsAndPackets>.

NOTICE

This statement of duties and responsibilities is a summary and is not a complete statement of the law. Your conduct as a guardian is governed by the law itself and not by this summary. When in doubt, consult an attorney or seek assistance from the Self Help Center.