

**IN THE COUNTY COURT OF THE FIFTH JUDICIAL CIRCUIT
IN AND FOR HERNANDO COUNTY, FLORIDA**

CASE NUMBER: _____

**IN RE: GUARDIANSHIP OF _____
WARD,**

**ATTORNEY AND GUARDIAN FEES
CHECKLIST AND CERTIFICATION**

I, _____, as the attorney of record, have reviewed the applicable checklist(s) on the Clerk of the Circuit Court's website and filed the following pleadings with the Clerk of Court's docket, for which I have written the docket index number (DIN) next to each of the corresponding requirements below:

Petition for Disbursements:

- ☐ DIN: _____ Petition to Pay Attorney's Fees and Expenses
- ☐ DIN: _____ Petition to Pay Guardian
- ☐ DIN: _____ Notarized Waivers and Consents to petition(s) by all Guardian(s) or by Ward who has reached the age of majority.

Supporting Documents (ALL must be filed):

- ☐ DIN: _____ Detailed timesheets which include summaries of fees and costs.

Required Filing(s):

- ☐ DIN: _____ Order Appointing Guardian has been previously entered.
- ☐ DIN: _____ Letters of Guardianship have been previously entered
- ☐ DIN: _____ Inventory – Fla. Stat. §744.365, Fla. Prob. R. 5.620
- ☐ DIN: _____ Proof of Completion of Guardianship Education Requirements – Fla. Stat. §744.3145; Fla. Prob. R. 5.625
- ☐ DIN: _____ Annual Accounting for the prior year OR ☐ Memorandum to Clerk of Court (only SSI) for the prior year
- ☐ DIN: _____ Annual Plan for current year OR ☐ Plan not required as only Guardian of the Property has been appointed

Clerk of Courts Letter from Auditor:

- ☐ There are no pending or unresolved 10-day letters from the Clerk of Courts Auditor.

Proposed Order(s) or Letter(s) submitted via Circuit5.org:

- ☐ Order Paying Attorney's Fees and Expenses
- ☐ Order Paying Guardian

I HEREBY CERTIFY that I have complied with the above checklist and filed the required pleadings and supporting documentation in accordance with applicable Florida Statutes, Florida Probate Rules, local rules, administrative orders, and administrative memoranda. I understand that submission of this checklist is considered an official statement subject to Fla. Stat. §837.06.

Dated: _____

Attorney Signature: _____
Printed Name: _____
Bar Number: _____
Email Address(es): _____