STATE OF MINNESOTA **DISTRICT COURT**

EIGHTH JUDICIAL DISTRICT

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ADMINISTRATIVE POLICY NUMBER 14:
GUARDIANSHIPS/CONSERVATORSHIPS/TRUSTS
ANNUAL ACCOUNTING HEARINGS REQUIREMENTS

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Pursuant to a Resolution adopted by the Judges of the Eighth Judicial District on January 11, 1991, and

WHEREAS, hearings for annual accountings held every five years are too infrequent to discover misuses of funds, and

WHEREAS, not all interested parties are annually notified, and

WHEREAS, annual accounting supporting documents are not returned until the hearing,

IT IS HEREBY ORDERED:

That the following procedure shall be integrated into court calendars and notice given by each Court Administrator to the Bar:

1. The Court Administrator shall set annual hearings for guardianship, conservatorship, and trust annual accountings, and the attached Notice shall be mailed to the appropriate party or attorney.

a. The Court Administrator shall enter the files on TCIS in order to said send notices of the hearing approximately 45 days prior to the actual hearing.

b. The hearings are to be classified as default in nature. No appearances are required at the hearing by the guardian, conservator, trustee, ward, conservatee, or the attorney, if any. If there are objections to the accounting presented at the time of the hearing or by the Court, the matter will be rescheduled.

2. An Order Allowing Account must be prepared and filed. The supporting documents to the annual account must be returned 30 days after filing the Order.

3. The Court Administrators' offices are responsible for verifying the balances shown for line items and totals. If any errors or questions appear, the Court Administrator shall bring them to the attention of the judge.

Dated: January 11, 1991.

Bruce N. Reuther
Chief Judge

STATE OF MINNESOTA | IN DISTRICT COURT

COUNTY OF _____ | EIGHTH JUDICIAL DISTRICT

In Re: _____ | Court File No. _____

NOTICE OF ANNUAL ACCOUNTS

You are notified that a hearing for the annual account and personal well-being report is set for _____, 19____, at _____ __. M., at the _____ County Courthouse, _____ (Courtroom), at _____, Minnesota.

Court Policy Requires you to:

1. File the annual account and personal well-being report in this office at least 10 days prior to the hearing date.
2. Send notice of the hearing to interested parties of the hearing, as well as copies of the annual account, personal well-being report, and annual notice of right to petition.

This is a default hearing. You do not have to appear unless you did not file the annual account, personal well-being report, and annual notice of right to petition, in which case you should appear and show cause why this was not done. If anyone appears and objects to the account, a hearing will be calendared and you will be notified of the date.

If no objection is received, the judge will sign the order and the cancelled checks will be returned to you.

Dated: _____

_____
Deputy Court Administrator