

Instructions

Race Data Form – Guardianship and Conservatorship Cases (OTH204)

Note: The Minnesota Courts are collecting information on all persons subject to guardianship and conservatorship in guardianship and conservatorship cases. Collecting this information will help the Court ensure that all people are treated fairly and equally, regardless of their race or ethnicity. **Filling out this form is optional.**

Providing this information will not affect your case.

If you choose to fill it out, give the name of the respondent, tell who filled out the form, and list the case number (also called the court file number) if you know it.

There are five questions on the form:

1. The first question asks for the court file number of the guardianship or conservatorship case.
2. The second question asks for Respondent’s full name.
3. The third question asks who is completing the form.
4. The fourth question asks for the Respondent’s self-identified race. Choose all that apply.
5. The fifth question asks whether Respondent is Hispanic or Latino.

Note: By returning this form to the court, even if you choose “(R) Refuse to answer,” the court will not continue to ask for this information.

You can give the *Race Data Form – Guardianship and Conservatorship Cases* to court administration in the following ways:

- In person to the Court Visitor;
- Giving to court staff or leaving in a physical dropbox at the courthouse, if available;
- Mailing it to court administration;
- Faxing it to court administration; or
- Emailing it to court administration.

Do not eFile the *Race Data Form*. Contact information for court administration is available online at <https://mncourts.gov/Find-Courts.aspx>. Contact court administration in the county where your case is filed for more information.

Race Data Form

Guardianship and Conservatorship Cases

Collecting this information will help the Court ensure that all people are treated fairly and equally, regardless of their race or ethnicity. **Filling out this form is optional.**

1. Case/File Number: _____

2. Name of Respondent:

First Name: _____

Middle Name: _____

Last Name: _____

3. Person Filling Out the Form: (choose one)

Respondent (identified above)

Other Person Entering Respondent's Answers (Guardian, Conservator, Parent, Court Visitor, etc.)

Respondent unable to provide information.

4. What is your (the Respondent) race?

(I) American Indian or Alaska Native

(A) Asian

(B) Black or African American

(H) Native Hawaiian or Other Pacific Islander

(W) White

(O) Other

(R) Refuse to answer

5. Are you Hispanic or Latino?

(N) **No**, Not Hispanic or Latino

(Y) **Yes**, Hispanic or Latino

Have you answered **all** questions?

For definitions, see next page.

The information that you provide here will be compiled in a summarized form that will not identify the Respondent by name. Identifying information may, however, be subject to disclosure as required by the rules of public access to records of the judicial branch, or other laws or court rules.

Definitions

Race Categories: *

American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Hmong, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American: A person having origins in any of the black racial groups of Africa, for example Somalia. Terms such as “Haitian” or “Negro” can be used in addition to “Black or African American.”

Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White: A person having origins in any of the original peoples of Europe, the Middle East, North Africa, or Mexico.

Ethnicity: *

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term “Spanish origin” can be used in addition to “Hispanic or Latino.”

* The United States Census Bureau has established these Race and Ethnicity categories.