

How to

Respond to a Contested Minor Guardianship

WARNINGS!

- Do NOT use these instructions if you are only responding to an Emergency Guardianship Petition. See *Respond to Emergency Guardianship* instruction.
- If you cannot afford to hire an attorney, you may ask the court to assign you an attorney using *How to Ask for an Attorney* instruction.

Talk to a lawyer, if you can

These instructions have been developed by the King County Superior Court Family Law Information Center. They provide *legal information* only and **are not intended** to be a substitute for legal advice.

Facilitators cannot provide legal advice or complete your forms for you. It's a good idea to talk to a lawyer before you file any forms.

You can get information about their services and a list of low-cost and free legal resources at <https://kingcounty.gov/en/court/superior-court/courts-jails-legal-system/court-programs-children-families/divorce-custody-adoption/family-law-facilitators>.

Step 1: Determine your response deadline.

20 days	If you were served in person in Washington state.
60 days	If you were served in person outside of Washington state.
90 days	If you were served by mail.

NOTE: If you are a parent and agree with everything the other party has requested in the petition, you may fill out the *Parent's Consent to Minor Guardianship*.

Step 2: Fill out these forms.

All these forms can be downloaded at: www.courts.wa.gov/forms/

Form Name	Form Number	Notes	Completed
Objection to Minor Guardianship	GDN M 301		<input type="checkbox"/>
Declaration of (name): _____	FL All Family 135	Optional: give to any witness who wants to write a statement.	<input type="checkbox"/>

Print this, but do not fill it out yet. You will need it later.

Form Name	Form Number	Notes	Completed
Declaration of Service	GDN ALL 007		<input type="checkbox"/>

Step 3: Make copies.

- **Original** set to file with Clerk's Office
- **Copy 1** for your personal records.
- **Other Copies** for each person who needs notice:
 - Party filing the petition
 - Proposed guardian
 - each parent
 - the child (if 12 or older)
 - any person who has the child in his/her custody
 - any attorney involved.

Step 4: File these forms with the Clerk's Office.

By the deadline in Step 1, file the documents from Step 2 at the Clerk's Office (room 2C in Kent and E-609 in Seattle).

OR

You may file these documents electronically through the Clerk's Office E-Filing website at <https://kingcounty.gov/en/dept/dja/courts-jails-legal-system/court-forms-document-filing/filing> .

Step 5: Provide copies to all parties.

By the deadline in Step 1, mail or email all forms from Step 2 to the following parties:

- Party filing the petition or motion
- Proposed guardian
- Each parent
- The child (if 12 or older)
- Any person who has the child in his/her custody
- Any attorney involved.

If you do not have a mailing address or email address, you can provide notice via social media contact, SMS text, or hand delivery.

Then, complete the [Declaration of Service](#) form. Keep a copy for your own records and file the original with the Clerk's Office.

Step 7: Attend the virtual hearing.

All hearings are being conducted by video. The instructions for attending your hearing can be found attached to your *Order Setting Minor Guardianship Petition Case Schedule* you received when you were served.

At this hearing, the judge will address issues regarding service, background checks, attorney appointment, court visitor appointment, and other issues to move the case forward.

If the petitioner or proposed guardian do not appear for this hearing, the case may be dismissed.

If the judge certifies your case to go forward, you will receive an additional order containing your trial date and other deadlines. Be sure to follow this order.

Step 8: Complete your final documents.

If the court has certified the case to go forward, you will need to prepare the following documents to finalize the case (by agreement or at trial):

Fill out these forms when you are ready to finalize:

Parent's Consent to Minor Guardianship	GDN M 304	Only sign if you are in agreement with the Guardianship	<input type="checkbox"/>
Minor Guardianship Findings and Order	GDN M 105	Fill this out the way you would like the court to decide	<input type="checkbox"/>
Residential Schedule (if requested)	GDN M 104	Fill this out the way you would like the court to decide	<input type="checkbox"/>

If the other party is asking for child support, you need to fill out these forms:

Child Support Worksheets	WSCSS-Worksheets	Online Child Support Calculation software is available at: https://fortress.wa.gov/dshs/dcs/SSGen/Home/QuickEstimator	<input type="checkbox"/>
Child Support Schedule & Instructions	Use this information to calculate Child Support Worksheets.		
Child Support Order	FL All Family 130	Fill this out the way that you would like the Commissioner to decide	<input type="checkbox"/>