
FULL GUARDIANSHIP OF THE PERSON FOR A CHILD

CHIPPEWA COUNTY
PROBATE OFFICE
711 N. BRIDGE STREET
CHIPPEWA FALLS, WI 54729

HOURS:
MONDAY – FRIDAY
8:00 AM – 4:30 PM

PHONE: 715-726-7737

NOTE: This guideline is provided only as a public service and is not meant to be legal advice. The Register in Probate office cannot give legal advice or complete the forms for you; please contact an attorney if you have legal questions.

TO OPEN A FULL MINOR GUARDIANSHIP: read the following forms prior to completing them; once completed, file them with the Register in Probate office:

- ☐ JN-1501 Petition for Appointment of Guardian Full/Limited/Temporary/Emergency
- ☐ JD-1724 Notice of Hearing (Juvenile)
- ☐ GF-150 Uniform Child Custody Jurisdiction and Enforcement Act Affidavit
- ☐ JN-1514 Statement by Proposed Guardian
- ☐ JN-1510 Nomination of Guardian by Parent or Child

SCHEDULING HEARING/SERVICE OF DOCUMENTS:

- A hearing will be scheduled within 45 days of the receipt of the Petition. Copies of the Petition/Notice of Hearing and any attachments will be provided to the petitioner.
- The petitioner is responsible for serving the Petition, Notice of Hearing and any attachments at least 7 days prior to the hearing as follows: by certified mail or personal service on all interested persons listed on the petition.
- A Guardian ad Litem (GAL) will be appointed for the minor in a full guardianship proceeding. The Court will determine who shall pay the GAL's fees.

PRIOR TO THE COURT HEARING: file all of the following documents with the Register in Probate office:

- ☐ JD-1825 Affidavit of Service (Chapter 48 and 938)
- ☐ Any other proof of service documents.
- ☐ [proposed] JN-1530 Letters of Guardianship and Dispositional Order Appointing Guardian Full, Limited or Temporary Guardianship

OTHER FORMS:

- ☐ JN-1540 Request to Modify Guardianship, Terminate Guardianship, Extend Limited or Temporary Guardianship, Reconsider or Modify Emergency Guardianship
- ☐ [proposed] JN-1542 Order on Request to Modify Guardianship Order
- ☐ [proposed] JN-1548 Order on Request to Terminate Guardianship

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CERTIFIED COPIES: Certified copies of Orders are available from the Register in Probate Office. The certification fee is \$3.00, plus \$1.00 for each page copied and certified. Requests for certified copies may be made in person or by mail. If the request is by mail, please enclose the correct fee and a stamped, self-addressed return envelope. Payment must be received before the issuance of certified copies.

FORMS: the forms listed above (with an alpha-number) can be found at: www.wicourts.gov; select: Forms, Circuit Court, Guardianship, Chapter 48 Guardianships, 48.9795