



HUNT COUNTY COURT AT LAW NO. 2

POST OFFICE BOX 1097 • GREENVILLE, TEXAS 75403-1097

JOEL D. LITTLEFIELD

JUDGE, COUNTY COURT AT LAW NO. 2
2nd FLOOR COUNTY COURTHOUSE

AMENDA HENDERSON

COURT COORDINATOR
(903) 408-4234 • FAX (903) 408-4239

INSTRUCTIONS FOR COURT INITIATED GUARDIANSHIP PROCESS

If you have cause to believe that: (1) a person domiciled or found in Hunt County, (2) is an incapacitated person, **AND** (3) the person does not have a guardian in this state, you may request the Court to investigate the circumstances to determine whether the person is incapacitated and if a guardianship is necessary.

To request an investigation by the Court:

1. Complete the *Suggestion of Need for Guardian Application* (hereinafter Application) that is located on the Court's website.
2. ***If*** you have a *Physicians Certificate of Medical Examination* or a *Determination of Intellectual and Developmental Disabilities (DIDD)* that: (1) has been completed and signed by a physician licensed to practice medicine in Texas, (2) is dated within 3 months of the application and based upon an examination conducted within 3 months of the Application, attach it to the Application.
3. Submit the application (and if applicable the attachments thereto) to the Hunt County Clerk's Office. ***DO NOT SUBMIT THE APPLICATION DIRECTLY TO THE COURTS.***

The Hunt County Clerk's Office will assign the application to a Court.

After it is assigned to a Court, the Court will review the application to determine if probable cause exists to determine the person is: (1) domiciled or found in the county, (2) is an incapacitated person, and (3) does not have a guardian in this state.

If the Court finds probable cause, an Attorney Ad Litem or Guardian Ad Litem will be appointed and an investigation will take place to determine if a guardianship is needed or another, lesser restrictive, alternative is appropriate.

If guardianship is recommended, a determination will be made if the proposed ward has any family members or friends that can serve as their legal guardians.

**IF YOU SUSPECT THAT AN ADULT IS BEING ABUSED, NEGLECTED OR EXPLOITED,
IMMEDIATELY CONTACT ADULT PROTECT SERVICES AT 1-800-252-5400.**