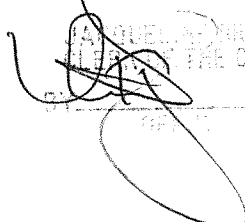


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CLERK OF THE COURT
JUDICIAL DISTRICT NO. 2
WASHOE COUNTY, NEVADA


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IN THE 2nd JUDICIAL DISTRICT OF THE STATE OF NEVADA
IN AND FOR THE COUNTY OF WASHOE

WASHOE COUNTY PUBLIC GUARDIAN'S GENERAL ACKNOWLEDGMENT
OF DUTIES AND RESPONSIBILITIES UNDER NRS 159.073

I, TRACEY BOWLES, Washoe County Public Guardian, hereby
declare that I understand there are certain duties and
responsibilities required of me in the administration of
guardianships. I understand my guardianship duties and
responsibilities include, but are not limited to, the following:

I. Duties and Functions.

I hereby acknowledge and understand that the duties and
functions of a Guardian are as follows:

- To protect, preserve, and manage the Protected Person's
estate according to the laws and in the best interest of
the Protected Person.
- To supply the Protected Person with proper care,
including food, shelter, clothing, and necessities;
maintenance; support; and education, including training
for a profession if applicable.

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1 To supply the Protected Person with surgical, dental,
2 psychiatric, psychological, hygienic, or other care and
3 treatment as needed.

4 II. Investing and Managing Protected Person's Estate.

5 I hereby acknowledge and understand that the following
6 rules govern the manner in which the Protected Person's property
7 shall be managed and invested:

8 When establishing bank accounts or holding property on
9 behalf of the Protected Person, title designations shall
10 read: "Tracey Bowles, Washoe County Public Guardian,
11 guardian of the estate of (name of Protected Person)" or
12 "Guardianship of the estate of (name of Protected
13 Person)."

14 The Guardian may not utilize any guardianship funds for
15 his/her personal benefit or commingle guardianship funds
16 with his/her own funds.

17 The Guardian shall not place the guardianship funds in
18 joint tenancy.

19 The Guardian may, without prior approval of the Court,
20 place guardianship funds from different individual
21 Protected Persons into one dedicated-collective account.

22 The Guardian may, without prior approval of the Court,
23 retain funds for the anticipated expense of an individual
24 Protected Person's funeral and disposal of remains, and
25 place funds so retained in a pooled account or trust.

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1 The Guardian may, without prior approval of the Court,
2 invest the Protected Person's funds in an FDIC or FSLIC
3 insured savings account in any bank, credit union, or
4 savings and loan institution in the State of Nevada;
5 interest bearing obligations of or guaranteed by the
6 United States or the United States Postal Service; or
7 interest bearing general obligations of any county, city,
8 or school district in Nevada, the State of Nevada, or
9 Federal National Mortgage Association; or any money
10 market mutual funds which are invested only in those
11 instruments described in this paragraph.

12 III. Court Authority.

13 I hereby acknowledge and understand that Court authority
14 must be obtained prior to:

- 15 Investing the Protected Person's assets in any manner
16 other than those outlined in Section II above.
- 17 Continuing a business of a Protected Person.
- 18 Borrowing money for the Protected Person.
- 19 Entering into contracts or completing the performance of
20 contracts for the Protected Person.
- 21 Making gifts from the Protected Person's estate or making
22 expenditures for the Protected Person's relatives.
- 23 Selling, leasing, placing into trust, or surrendering any
24 property of the Protected Person.
- 25 Exchanging or partitioning the Protected Person's
26 property.

- 1 Authorizing extraordinary or experimental medical or
2 dental treatment.
- 3 Exercising or releasing the power of the Protected Person
4 as donee of a power of appointment.
- 5 Changing the state of residence of or domicile of the
6 Protected Person.
- 7 Making expenditures on behalf of the Protected Person for
8 purposes other than providing the Protected Person with
9 food, clothing, shelter, and other incidental
10 necessities.
- 11 Making or changing the designation of a beneficiary in a
12 will, trust, insurance policy, bank account, or any other
13 type of asset of the Protected Person which includes a
14 designation of beneficiary, except as permitted by
15 NRS159.078.
- 16 Exercising the right of the Protected Person to revoke or
17 modify a revocable trust or to surrender the right to
18 revoke or modify a revocable trust.
- 19 Releasing the power of the Protected Person as trustee,
20 personal representative, or custodian for a minor or
21 guardian.
- 22 Exercising the right of the Protected Person to take
23 under or against a will.

24 IV. Collection of Important Papers.

25 I hereby acknowledge and understand that I shall secure
26 originals, when available, or copies of the following documents:

- 1 Any contract executed by the Protected Person.
- 2 Any power of attorney for the Protected Person.
- 3 Any estate planning documents.
- 4 Any revocable or irrevocable trust in which the Protected
- 5 person has a vested interest as a beneficiary.
- 6 Any writing depicting a present or future vested interest
- 7 in any real or intangible property.

8 V. Miscellaneous.

9 I hereby acknowledge and understand that in addition to the
10 performance of the duties outlined above, the following will be
11 required of me:

- 12 Filing of an Order Appointing Guardian within ten (10)
- 13 days of appointment as Guardian.
- 14 Filing a Notice of Entry of Order Appointing Guardian
- 15 within two (2) days of the filing with the Court of the
- 16 Order Appointing Guardian. This Notice of Entry of Order
- 17 Appointing Guardian must be mailed to all individuals
- 18 entitled to notice.
- 19 If the Court Order required assets be placed into a
- 20 blocked account, I shall place the assets into a blocked
- 21 account prior to issuance of the General Letters of
- 22 Guardianship by the Clerk of Court, or as soon as
- 23 practicable thereafter.
- 24 Upon taking office, file with the County Clerk a general
- 25 bond in an amount fixed by the Board of County
- 26 Commissioners payable to the State of Nevada with

1 sureties approved by the Board of County Commissioners.
2 The premium for the bond shall be paid from the general
3 funds of the County and be conditioned upon faithful
4 performance of duties.

5 Filing of General Letters of Guardianship within fourteen
6 (14) days of the filing with the Court of the Order
7 Appointing Guardian.

8 Filing of an inventory and appraisement setting forth the
9 description and valuation of income and assets that
10 comprise the Protected Person's estate within sixty (60)
11 days of appointment as Guardian of the estate of the
12 Protected Person. I acknowledge and understand that the
13 appraisal or valuation must be done by a disinterested
14 appraiser, certified public accountant, or expert in
15 valuation, and the appraisal or valuation must be filed
16 with the Court. If the value of an asset can be
17 determined with reasonable certainty, I understand that I
18 may file a verified record of value.

19 Filing a Report of Guardian every year to bring the Court
20 up to date on the health and well-being of the Protected
21 Person. The Report of Guardian must be filed within one
22 year and sixty (60) days of the anniversary date of
23 appointment as Guardian of the person of the Protected
24 Person.

25 Unless Summary Administration has been granted, the
26 filing of an Accounting every year setting forth the

1 amounts received on behalf of the Protected Person, the
2 amounts disbursed on behalf of the Protected Person, and
3 the balance of the Protected Person's estate which the
4 Guardian continues to hold until the guardianship is in a
5 position to be terminated. The Accounting must be filed
6 within one year and sixty (60) days of the anniversary of
7 appointment as Guardian of the estate of the Protected
8 Person and it must be set on the Court calendar for
9 hearing and approval by the Court.

10 Keeping precise and accurate records of all funds
11 received and disbursed for the Protected Person's
12 benefit, along with the source of all receipts and the
13 purpose of all disbursements. I understand that this
14 includes, but is not limited to, maintaining a separate
15 record of the interest and activity of each individual
16 Protected Person's guardianship funds in the dedicated-
17 collective account, balancing the estate checkbooks, and
18 ensuring that all records are clear, legible, and balance
19 with the figures referenced in all bank statements.

20 I understand that I must file the Protected Person's tax
21 returns each year, if applicable.

22 I understand that I may not remove the Protected Person
23 or his/her money from the State of Nevada without prior
24 Court authority.

25 I understand that I should seek the advice and assistance
26 of an attorney if I need legal advice or do not

1 understand my duties and responsibilities to ensure I
2 remain in full compliance with the laws of the State of
3 Nevada.

4 I certify that I have read and reviewed the Washoe County
5 Public Guardian's General Acknowledgment of Duties and
6 Responsibilities and that I understand the terms and conditions
7 under which guardianships are to be managed. I agree to comply
8 with the rules and duties of a Guardian as set forth in the laws
9 of the State of Nevada. I understand that failure to comply
10 with the guardianship statutes, or with any Order made by the
11 Court, may result in my removal as Guardian and that I may be
12 subject to such penalties as the Court may impose.

13 I declare under penalty of perjury that I have read and
14 understand my duties and responsibilities as outlined in the
15 forgoing Washoe County Public Guardian's General Acknowledgment
16 of Duties and Responsibilities under NRS 159.073.

17 Dated this 21st day of June, 2019.

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Tracey Bowles, Washoe County
TRACEY BOWLES Public Guardian
Washoe County Public Guardian