

Forms and Procedure for Petitioning for Termination of Juvenile Guardianship

Forms can be found online at: <https://www.wicourts.gov/forms1/circuit/formcategory.jsp?Category=17>

Then click on link [48.9795 – Guardian of the Person for a Child](#) (see forms below)

You can also purchase a packet from the Dane County Law Library. Please call 608-266-6316 for assistance.

- 1) Complete the Petition for Termination of Guardianship. Make sure you leave with a copy or make a copy before mailing so that you can complete service.
- 2) After service is completed, fill out and file a notarized Affidavit of Service (GN-3120) to show you served any interested party (current guardian, child 12 years or older, parents, or any other interested parties) with the petition to terminate juvenile guardianship. You may also have your signature witnessed at the Probate Counter.
- 3) File the Petition For Termination of Guardianship, Consent to Termination of Guardianship (if applicable) and the Affidavit of Service with Probate Court, Dane County Courthouse, Room 1005, Madison, WI 53703. You may mail or drop off these forms or fax them to: 608-267-4152.
- 4) Pro se parties may choose to electronically opt into an existing case to e-file documents. Please see your notice of electronic filing or call the probate court for your opt in code. You must enter your name exactly as it is in the case. There is a one time \$20 opt in fee but then you will have full access to the case.
- 5) Notices will be sent to parties for the hearing. At the hearing time the court will determine if a Guardian ad Litem will be appointed. If there is not an agreement as to termination, then the case will be sent up to a Judge.
- 6) Please note that a Petition to Terminate Guardianship should be filed at least 180 days after any previous hearing on the Petition for Juvenile Guardianship. If it has not been 180 days then the petitioner will need to show exigent (extraordinary) circumstances, including presentation of new evidence, that requires a review prior to the 180 days.

FORMS

- 1) [JN-1540 Request to Modify Guardianship, Extend Limited/Temporary Guardianship, Reconsider/Modify Emergency Guardianship, Terminate Guardianship](#)
- 2) [JD-1825 Affidavit of Service](#)

***Disclaimer-**This information is intended solely as a guideline for those petitioning the Probate Court for Temporary or Permanent Guardianship of a Minor or Adult/or other Petitions in Probate Court. It is not meant to be legal advice, nor is it legal advice in any fashion. The following information does not in any way remove from the petitioner the responsibility to research and comply with all applicable statutory requirements for any filings and processing of any filings or actions, including service requirements. For those petitioners who have specific legal questions concerning any filings or legal requirements relating to the same, you may wish to consult with an attorney.