

GUARDIANSHIP OF MINOR PROPERTY

If a minor receives any of the following:

- Proceeds from a lawsuit
- Is named as a beneficiary under a Will (unless the funds are held in trust)
- Receives funds from an intestate estate
- Beneficiary of an insurance policy

the funds must be deposited with the Surrogate's Court and placed in the Surrogate's Intermingled Trust Fund, also known as the Surrogate's Intermingled Minors' Account.

To manage a minor's property, an interested person must apply to the Surrogate's Court for appointment as Guardian(s) of the Minor's Property. The parents of the minor have the first right to apply for guardianship.

At the time of application, the applicant(s) must provide:

- Minor's original or certified copy of the **birth certificate**
- Minor's **Social Security Card**
- **A signed copy of the Order**, if the funds are the result of a lawsuit
- **Letter from company stating how much the minor will be receiving**, if no lawsuit
- Completed [Guardianship Information Sheet](#)
- If applicable, **signed & notarized [Consent](#) or death certificate from other parent.**
- **Check / Cash / Money Order** for the processing fee

The applicant(s) will be required to execute the following documents:

- Application for Guardianship of Property
- Authorization to Accept Service of Process
- Guardianship Acceptance of Property

Upon appointment, the Guardian(s) will receive **Letters of Guardianship of Property** and a **Guardianship Short Certificate (Minor)**. These documents authorize the Guardian(s) to represent the minor's interests with respect to the minor's property, to petition the Superior Court for emergent use of the minor's funds, and to receive account statements for the minor's trust account.

This office does **not** accept applications for the appointment of a sole guardian without the written **consent** of the other natural parent, or, where applicable, proof of notice and mailing.

All funds held in the Surrogate's Intermingled Minors' Account will be released in full to the minor upon reaching the age of majority (18 years).

Fees:

- Appointment of Guardian: **\$50.00**
- Filing of Consent, Renunciation, or Death Certificate: **\$5.00 per page**

For further information on Guardianship of Minor Property, contact **Gabrielle Spano, Sr. Court Clerk**, at 732-506-5126 or at gspano@co.ocean.nj.us

GUARDIANSHIP INFORMATION SHEET

Name of minor (as it appears on social security card): _____

Gender: _____ Age: _____ DOB: _____ Social Security #: _____

Legal Residence (STREET ADDRESS/CITY/STATE/ZIP CODE):

Address: _____ City: _____

State _____ Zip Code: _____

APPLICANT INFORMATION (GUARDIAN):

Guardian's Name: _____ Guardian's Relation _____

Guardian's Email Address: _____ Guardian's Phone # _____

Address: _____ City: _____

State _____ Zip Code: _____

Co-Guardian's Name: _____ Guardian's Relation _____

Guardian's Email Address: _____ Guardian's Phone # _____

Address: _____ City: _____

State _____ Zip Code: _____

If Both Parents are Not Qualifying, Please specify which Parent is consenting _____

NEXT OF KIN

Name and Address of minor's immediate next of kin

NAME	RELATIONSHIP (Mother/Father/ Brother/Sister/Etc.)	GENDER (M/F)	Address/City/State	Age (if a minor)

Amount of Money Minor to Receive _____ Source of Money: _____

Attorney's Name: _____ Phone #: _____ Email: _____

Address: _____