

**SUMNER COUNTY CHANCERY COURT
CLERK & MASTER'S OFFICE
100 PUBLIC SQUARE, ROOMS 400-401
GALLATIN, TN 37066**

615-451-6036

Fax: 615-451-6031

Guardianship Instructions:

Filing Fee is \$269.50. No personal checks. Cash, Cashier's Checks, Money Orders, or Business Checks are accepted by the Court. Credit/Debit Cards are also accepted, however, a 3% fee is assessed when using a card (Sumner County Government does not benefit from this fee).

Birth Certificates are required for each child (a copy is sufficient).

A two week notice of the hearing must be given to the Natural Mother and Father. Parent's addresses are required to be listed on the Petition.

Children 12 years or older must appear in Court.

**IN THE CHANCERY PROBATE COURT FOR SUMNER
COUNTY, TENNESSEE AT GALLATIN**

IN THE MATTER OF: _____)
CHILD(REN) _____) NO. _____
_____)

PETITION FOR GUARDIANSHIP

COMES NOW _____ AND _____
(PETITIONER(S))

WHO ARE RESIDENTS OF SUMNER COUNTY, TENNESSEE AND

WHOSE ADDRESS IS _____

AND PETITIONS THIS COURT FOR GUARDIANSHIP OF THE
____ PERSON ____ ESTATE (PLEASE CHECK ONE)

OF (CHILD(REN) OR ESTATE'S NAME) _____

1. THE AGE OF THE PETITIONER IS _____
2. THE PETITIONER'S RESIDENCE AND MAILING ADDRESS IS _____
3. THE RELATIONSHIP OF THE PETITIONER TO THE CHILD(REN) IS _____
4. ***12 AND OLDER MUST APPEAR IN COURT
*BIRTH CERTIFICATES (OR COPIES) ON ALL CHILDREN
MUST BE SUBMITTED WITH PETITION**

CHILD'S NAME: _____
DATE OF BIRTH: _____
PLACE OF BIRTH: _____

CHILD'S NAME: _____
DATE OF BIRTH: _____
PLACE OF BIRTH: _____

CHILD'S NAME: _____
DATE OF BIRTH: _____
PLACE OF BIRTH: _____

****PARENTS WILL BE NOTIFIED OF HEARING BY MAIL.**

****MUST GIVE COMPLETE ADDRESSES OF PARENTS.**

5. THE NAME OF THE NATURAL MOTHER OF THE CHILD(REN)
IS _____ AND THE MAILING ADDRESS OF THE
NATURAL MOTHER IS ** _____

6. THE NAME OF THE NATURAL FATHER OF THE CHILD(REN)
IS _____ AND THE MAILING ADDRESS OF THE
NATURAL FATHER IS ** _____

7. THE CHILD(REN) IS/ARE IN THE CUSTODY OF _____
AND WHOSE MAILING ADDRESS IS _____

8. THE NAME OF THE CLOSEST KIN RELATIVE IS _____
AND HIS/HER MAILING ADDRESS
IS _____

9. PLEASE EXPLAIN THE REASON FOR SEEKING
GUARDIANSHIP: _____

10. LIST ANY ASSETS (IF NONE, WRITE NONE) OF THE CHILD(REN):

PROPERTY OR LAND _____

BANK ACCOUNTS, CDS, ETC. _____

MONTHLY CHECKS RECEIVED FOR THE USE AND BENEFIT OF THE
CHILD(REN) _____

11. A DESCRIPTION OF THE PROPOSED PLAN FOR MANAGEMENT OF
THE MINOR'S PROPERTY IS: **(THIS APPLIES ONLY IF YOU ARE
APPLYING TO BE GUARDIAN OF THE ESTATE)**

_____ ATTACHED _____ NOT ATTACHED

PETITIONER(S) ASKS:

THAT PROPER SERVICE OF PROCESS BE MADE IF NECESSARY AND THIS MATTER BE SET FOR A HEARING.

THAT _____ BE APPOINTED GUARDIAN OF:

___ THE PERSON ___ THE ESTATE (PLEASE CHECK ONE)

OF (CHILD(REN) OR ESTATE'S NAME)

THAT GENERAL RELIEF BE GRANTED.

PETITIONER(S) NAME(S):

PHONE NUMBER(S):

**STATE OF TENNESSEE
COUNTY OF SUMNER**

_____, BEING FIRST DULY SWORN, DO HEREBY MAKE OATH THAT THE FACTS SET FORTH IN THE FOREGOING PETITION ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF. ANY AND ALL ABOVE REQUIRED INFORMATION HAS BEEN PROVIDED BY PETITIONER TO THE COURT BEFORE SCHEDULED HEARING DATE.

PETITIONER(S)

SWORN TO AND SUBSCRIBED BEFORE ME THIS _____ DAY OF _____, 20_____.

DEPUTY COURT CLERK

THIS MATTER IS SET TO BE HEARD ON THE _____ OF
_____, _____ AT _____ A.M.
IN THE SUMNER COUNTY CHANCERY COURT, 100 PUBLIC SQUARE,
3RD FLOOR COURTROOM, GALLATIN TN 37066, WHICH IS TWO
WEEKS OR MORE FROM FILE DATE.

CERTIFICATE OF SERVICE

I DO HEREBY CERTIFY THAT A TRUE AND EXACT COPY OF THE
FOREGOING PETITION FOR GUARDIANSHIP HAS BEEN MAILED POSTAGE
PRE-PAID TO THE FOLLOWING:

ON THIS _____ DAY OF _____, 20_____.

DEPUTY CLERK



Relative Caregiver Program

The Relative Caregiver Program (RCP) is an option available for relatives to care for non-custodial children who require out-of-home care. Children and relative caregivers receive supportive services geared toward self-sufficiency and stability to ensure the child is able to stay within the family instead of entering foster care. The family does not receive a monthly stipend through the program, but rather has access to several other opportunities to support them.

Who is eligible for RCP services?: The relative caregiver must be related to the child by blood, marriage or adoption. The relative caregiver must have primary care and control of the child through informal family arrangements or through legal custody or guardianship. The birth parent(s) must not reside in the caregiver's home. Once RCP and the caregiver meet, there will also be financial eligibility determined to be enrolled to the program.

RCP agencies deliver the following core services:

- ◆ Information and Referral – for counseling or any other local services needed
- ◆ Caregiver Support Group – to give caregivers a space to grow as a relative caregiver
- ◆ Groups for Children and Teens – for children seeking an outlet
- ◆ Education and Informational Workshops
- ◆ Respite & Enrichment Services – such as games and events that are no cost to the caregiver
- ◆ Family Advocacy – short-term Case Management with caregiver, child, birth parent
- ◆ Emergency Financial and/or Start-up Assistance – such as replacement mattresses, clothing, assistance with buying school supplies, etc.

Other types of assistance:

- ◆ Information about applying for TANF, SNAP, Child Only Grant
- ◆ Aid to enroll the child into a new school or information to share with the current school
- ◆ Support in locating birth certificates, social security cards, and insurance cards

What's next?

A Family Advocate from the Relative Caregiver Program will be available to meet once you take the step to call the RCP that covers the county in which you live. The sooner you call the Relative Caregiver Program the more likely you are to have clarity about how to proceed as a new caregiver.

Upper Cumberland

Upper Cumberland Development District

Vickie Reels

931-476-4123 vreels@ucdd.org

1225 South Willow Ave., Cookeville, TN 38506

Counties Covered:

Cannon, Clay, Cumberland, Dekalb, Fentress, Jackson, Macon, Overton, Pickett, Putman, Smith, Van Buren, Warren, White

Shelby Region

UT Boling Center for Developmental Disabilities

Laura Teresa English

901-448-3926 tjones@uthsc.edu

University of Tennessee Boling Center for Developmental Disabilities, Memphis, TN, 38105

County Covered:

Shelby

Northwest and Southwest Regions

Carl Perkins Center

Beth Wilson

731-772-8378 OR 731-225-8026

bwilson@carlperkinscenter.org

130 Boyd Ave., Brownsville, TN, 38012

Counties Covered:

Benton, Carrol, Crockett, Dyer, Dickson, Gibson, Henry, Humphreys, Houston, Lake, Obion, Stewart, Weakley, Chester, Decatur, Fayette, Hardeman, Hardin, Haywood, Henderson, Lauderdale, Madison, McNairy, Tipton

Tennessee Valley

Southeast TN Area Agency on Aging and Disability

Theresa Jorgensen

(423) 298-3269 tjorgensen@sedev.org

1000 Riverfront Pkwy., Chattanooga, TN, 37402

Counties Covered:

Bledsoe, Bradley, Grundy, Franklin, Hamilton, Marion, McMinn, Polk, Rhea, Sequatchie,

Davidson Region:

Family and Children's Services

Emily Nourse OR Joel Alex

(615) 340-9729 OR (615) 340-9725

enourse@fcsnashville.org

2400 Clifton Avenue Nashville, TN 37209

County Covered:

Davidson

Mid-Cumberland Region

New Vision Inc.

Therese King

(615) 445-8711 newvision08@gmail.com

5211 Linbar Drive, Suite 500, Nashville, TN, 37211

Counties Covered:

Cheatham, Montgomery, Robertson, Rutherford, Sumner, Trousdale, Williamson, Wilson

South Central Region

The Center for Family Development

Sue Fletcher

(931) 684-4676 ext. 206 sue@mytcfcd.org

310 Colloredo Blvd. Suite B, Shelbyville, TN 37160

Counties Covered:

Bedford, Coffee, Giles, Hickman, Lawrence, Lewis, Lincoln, Marshall, Maury, Moore, Perry, Wayne

East, Smoky, Knox, Northeast Region

Omni Community Health

Dusty Cantrell (865) 755-3290

dcantrell@omnicommunityhealth.com

1324 Lawnville Road, Kingston, Tn 37763

Counties Covered:

Anderson, Campbell, Loudon, Monroe, Morgan, Roan, Scott, Union, Knox, Blount, Claiborne, Cocke, Grainger, Hamblen, Jefferson, Sevier, Carter, Greene, Hancock, Hawkins, Johnson, Sullivan, Unicoi, Washington