

Procedure for transfer of guardianship to another Ohio county or from another Ohio county.

When requesting to transfer a guardianship TO Trumbull County from another Ohio county:

- 1) Contact Court Investigator for the Trumbull County Probate Court in writing and provide contact information on the case. Discuss reasons for transfer and provide any requested information to the Court Investigator. Call (330) 675-2521 and request to speak to the Court Investigator regarding a potential transfer.
- 2) If the Trumbull County Probate Court Judge consents to the transfer, a signed Consent will be provided.
- 3) Apply to transfer the case in the county where the guardianship exists and provide them with the signed Consent from the Trumbull County Probate Court Judge.
- 4) If the transfer request is granted in that county, **you must then fill out an application in the Trumbull County Probate Court and attend a hearing on appointment. This is mandatory before the Trumbull County Probate Court will issue new letters of guardianship.**

When requesting to transfer a guardianship FROM Trumbull County to another Ohio county:

- 1) Obtain the written consent from the Judge from the county which you intend to transfer the guardianship to. You may need to request the Trumbull County Probate Court to send a letter requesting the consent to be signed. **Each County may have different requirements or procedures, please confirm with that County.**
- 2) File an Application to Transfer Guardianship form with the Trumbull County Probate Court. The form is found on the Trumbull County Probate Court website underneath the heading Guardianship Transfer Procedure. Attach the signed Consent form from the Judge from the county which you intend to transfer the guardianship to.
- 3) The Court may set a hearing or immediately grant the request to transfer.
- 4) Follow any procedures required by that county to obtain new letters of guardianship.