

Disclaimer: This written material or information is designed as a sample for educational purposes only. It is provided with the understanding that the staff member is not engaged in rendering legal, financial or professional services. The staff at The Arc of King County are not attorneys and DO NOT give legal or financial advice or services. If legal advice or other expert assistance is required, the services of legal, financial or other professional should be sought.

THIS IS A SAMPLE - FOR EDUCATIONAL PURPOSES ONLY

KING COUNTY SUPERIOR COURT CASE ASSIGNMENT AREA DESIGNATION and CASE INFORMATION COVER SHEET (CICS)

Pursuant to King County Code 4A.630.060, a faulty document fee of \$15 may be assessed to new case filings missing this sheet.

CASE NUMBER: The court's clerk will provide the case number
(Provided by the Clerk)

CASE CAPTION: Name of the petitioner(s) vs. Name of the respondent
(New case: Print name of person starting case **vs.** name of person or agency you are filing against.)
(When filing into an existing family law case, the case caption remains the same as the original filing.)

Please mark one of the boxes below: [Select the one that applies](#)

Seattle Area, defined as:

All of King County north of Interstate 90 and including all of the Interstate 90 right-of-way; all the cities of Seattle, Mercer Island, Bellevue, Issaquah and North Bend; and all of Vashon and Maury Islands.

Kent Area, defined as:

All of King County south of Interstate 90 except those areas included in the Seattle Case Assignment Area.

I certify that this case meets the case assignment criteria, described in King County LCR 82(e).

Signature of Attorney WSBA Number Date

or

Signature of petitioner

Signature of person who is starting case Date

Address of petitioner

Address, City, State, Zip Code of person who is starting case if not represented by attorney

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KING COUNTY SUPERIOR COURT
CASE ASSIGNMENT AREA DESIGNATION and CASE INFORMATION COVER SHEET

PROBATE/GUARDIANSHIP

Please check the category that best describes this case.

- | | |
|---|--|
| <input type="checkbox"/> Absentee (ABS 4)
(Petition to determine the location of absent owner of real or personal property.) | <input type="checkbox"/> Minor Guardianship Custody (MGC 4)*
(Petition to appoint a guardian over the estate of the minor.) |
| <input type="checkbox"/> Affidavit of Successor (AOS 4)
(A testimony or sworn statement to claim a debt or personal property belonging to a decedent.) | <input type="checkbox"/> Minor Guardianship Emergency (EMG 4)*
(Petition to appoint a guardian in an emergent situation over the person.) |
| <input type="checkbox"/> Affidavit of Small Estate (ASE 4)
(A testimony or sworn statement to claim a debt or personal property belonging to a decedent.) | <input type="checkbox"/> Minor Guardianship Modification (MGM 4)*
(Petition to terminate or change minor guardianship or non-parental custody order) |
| <input type="checkbox"/> Disclaimer (DSC 4)
(Recording a document that states a beneficiary (heir) does not wish to accept a bequest under a will.) | <input type="checkbox"/> Other Protective Arrangement-Adult/minor (OPR 4)*
(A simpler and less intrusive arrangement than adult guardianship or adult/minor conservatorship.) |
| <input type="checkbox"/> Estate (EST 4)
(Petition seeking court settlement of a deceased person's property.) | |
| <input type="checkbox"/> Foreign Will (FNW 4)
(Filing of a will for probate that has been probated in another state, territory, or foreign country.) | |
| <input type="checkbox"/> Emergency Guardianship/Conservatorship-Adult (EGC 4)
(Petition to appoint a conservator in an emergent situation over the estate and person.) | |
| <input checked="" type="checkbox"/> Guardianship/Conservatorship-Adult (GDC)*
(Petition to appoint a guardian/conservator over a person and estate.) | |
| <input type="checkbox"/> Minor Conservatorship (MCE 4)*
(Petition to appoint a conservator over the estate of the minor.) | |

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|---|---|
| <input type="checkbox"/> Minor Guardianship Standby (SMG 4)
(Unique case within the Minor Guardianship process where no parent will be willing or able to perform their parenting functions within the next two (2) years. These case types will need to be tracked separately from Minor Guardianship. Parent can delegate a guardian via Power of Attorney.) | <input type="checkbox"/> Special Needs Trust (SNT 4)
(Trust created specifically for the benefit of those with physical and/or mental disabilities.) |
| <input type="checkbox"/> Minor Settlement (MST 4)
(Petition for a court decision that an award to a minor is appropriate.) | <input type="checkbox"/> Trust (TRS 4)
(A case filed, by order, separately from a guardianship or probate case.) |
| <input type="checkbox"/> Non Judicial Binding Agreement (NJB 4)
(No existing King County Case.) | <input type="checkbox"/> Trust Estate Dispute Resolution Act (TDR 4)
(The filing of a dispute in any estate, guardianship, or trust.) |
| <input type="checkbox"/> Non Probate Notice to Creditors (NNC 4)
(The filing of a non-probate notice to creditors in a case in which no probate action is expected.) | <input type="checkbox"/> Will Only – Deceased (WLL4)
(Filing a will of a person who has died when no further action shall be taken.) |
| <input type="checkbox"/> Petition for Relief – Power of Attorney (POA 4) | |
| <input type="checkbox"/> Registration of Guardianship (RGR 4) | |
| <input type="checkbox"/> Registration of Trust-Trust Situs (TRS 4) | |

* The filing party will be given an appropriate case schedule at time of filing.

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