

**Interested Parties checklist for  
Guardianship of Minor Proceedings:  
Standing Order 4-09**

Please review the Petition for Appointment of Guardian of a Minor and complete this chart to determine who the "Interested Parties" are in your case. In most cases, mother and father will be the only "Interested Parties."

<b>Possible Interested Parties</b>	<b>Serve this person: YES</b>	<b>Serve this person: NO</b>	<b>How to Serve (Deliver) Notice to this person (see instructions)</b>	<b>For Court Use</b>
<p><b>Child age 14</b> _____(name) If the child is 14 or over, he or she must be served, unless the child is the petitioner.</p>				
<p><b>MOTHER:</b> _____(name) Does the child have a mother living? The mother must be served UNLESS: The mother had her legal parental rights terminated or signed a voluntary surrender as stated in <b>item # 8</b> on your Petition for Appointment of Guardian of a Minor.</p>				
<p><b>FATHER:</b> _____(name) Does the child have a father living? The father must be served UNLESS: The father had his legal parental rights terminated or signed a voluntary surrender as stated in <b>item # 8</b> on your Petition for Appointment of Guardian of a Minor.</p>				
<p><b>CAREGIVER:</b> _____(name) During the last 60 days has anyone other than the parents been given custody of the child or had the child living with them? If yes, this person must be served. See <b>items # 12 and 14</b> on your Petition for Appointment of Guardian of a Minor.</p>				
<p><b>Nominated Guardian:</b> _____(name) Has the child, age 14 or above nominated someone to be the Guardian? If YES, this person must be served. See <b>item #11</b> on your Petition for Appointment of Guardian of a Minor.</p>				
<p><b>Nominated Guardian:</b> _____(name) Has a parent, through a will or other written instrument nominated someone to be the Guardian? See <b>item #5</b> on your Petition for Appointment of Guardian of a Minor.</p>				

Possible Interested Parties	Serve this person: YES	Serve this person: NO	How to Serve (Deliver) Notice to this person (see instructions)	For Court Use
<b>Veteran's Administration:</b> Does the child receive benefits paid by the Veteran's Administration? If, YES, they must be served by first class mail.			You mail notice by first class mail to: Veterans Benefits Admin, JFK Federal Bldg., Gov't Center, Boston, MA 02203.	
<b>Department of Children and Families:</b> Is the child in the custody of the Department of Children and Families? If, YES, they must be served by first class mail.			You mail notice by first class mail to the local office of the Department of Children and Families	
<b>Spouse: if the Minor is married</b>				
<b>If no parents are living, brothers and sisters 18 years of age or older.</b>  _____(name) _____(name) See <b>item #13</b> on your Petition for Appointment of Guardian of a Minor.				