

# How to Withdraw Funds from a Blocked Financial Account

This instruction explains how a Guardian can ask the court to release funds from the Incapacitated Person's blocked financial account

## Talk to a lawyer if you can

These instructions have been developed by the King County Superior Court Family Law Information Center. They are not intended to be a substitute for legal advice. They provide only legal *information*. It's a good idea to talk to a lawyer before you file any forms. If you cannot afford a lawyer, you can:

- Find a lawyer to help you with the *most difficult* parts of your case, such as reviewing your forms, explaining how to get ready for court and confirming this is the best legal action for your case. You can contact the King County Bar Association to ask for a referral.
- Ask the Family Law Facilitator's office for a list of low-cost and free legal resources.

King County Superior Court  
516 3<sup>rd</sup> Ave, Room W-382  
Seattle, WA 98104

Maleng Regional Justice Center  
401 4<sup>th</sup> Ave North, Room 3D  
Kent, WA 98032

## Step 1: Fill out these forms

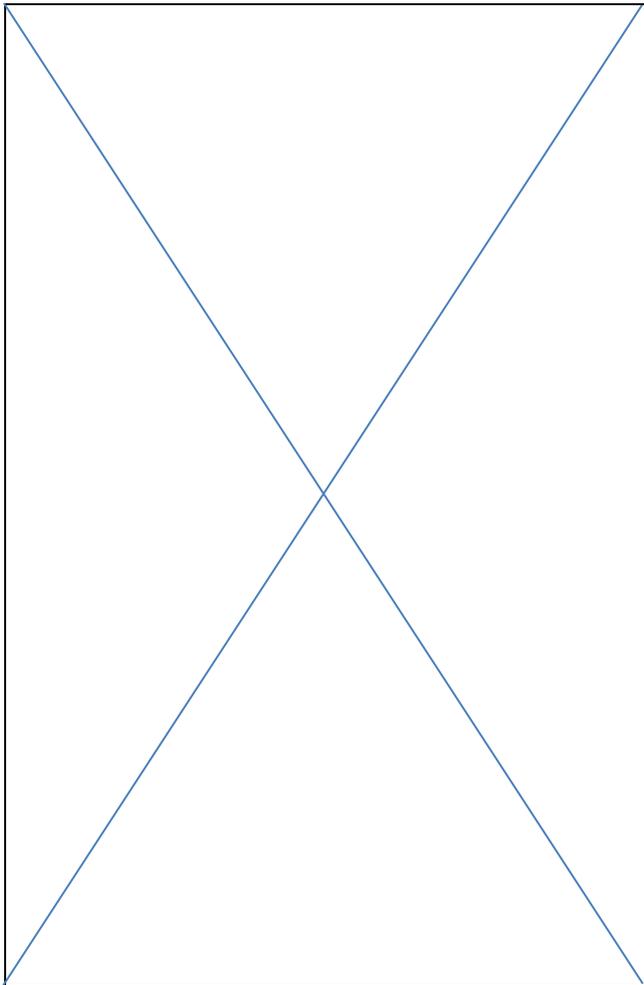
### Download forms at:

<http://kingcounty.gov/courts/superior-court/ex-parte-probate/minor-settlement-forms.aspx>

Form name	Form Number	Notes	Completed
<a href="#">Petition &amp; Declaration for Withdrawal from Blocked Account</a>	42		<input type="checkbox"/>
<a href="#">Order on Request for Withdrawal from Blocked Account/Terminate Guardianship</a>	43	Fill this out for the Commissioner	<input type="checkbox"/>

## Step 2: Getting your order approved

<p><b>If there are <u>no</u> interested parties...</b></p> <p>The court <u>did not</u> list any interested parties on the Order appointing you as Guardian.</p> <p style="text-align: center;"><b><u>OR</u></b></p> <p>No one filed a Special Notice of Proceedings.</p>	<p><b>If there are interested parties...</b></p> <p>The court may have listed interested parties on the Order appointing you as Guardian.</p> <p style="text-align: center;"><b><u>OR</u></b></p> <p>Parties may have filed a Special Notice of Proceedings and served you with their notice.</p>
<p><b>You may proceed without a hearing</b></p> <p>What do I need to bring to court?</p> <ul style="list-style-type: none"> <li>Forms from <a href="#">Step 1</a></li> <li>Valid photo ID of the former minor</li> </ul> <p>Where do I bring everything?</p> <ul style="list-style-type: none"> <li><b>Clerk's Office</b> 2C in Kent E609 in Seattle</li> </ul> <p>What next?</p> <ul style="list-style-type: none"> <li>The Clerk will stamp your documents with a "present in person" stamp and send you to <b>Ex Parte</b> 1J in Kent W325 in Seattle</li> </ul>	<p><b>You must set a hearing</b></p> <p>What forms do I need to serve?</p> <ul style="list-style-type: none"> <li>Forms from <a href="#">Step 1</a></li> <li>Notice of Court Date (Ex Parte) <i>(Kent or Seattle)</i></li> </ul> <p>When do I set my hearing?</p> <ul style="list-style-type: none"> <li>You must provide 14 days notice if hand delivering, or 17 days notice if serving by mail to each person and/or agency who requires notice</li> <li>The hearing will be at 10:30am on the day of your choice (Monday-Friday)</li> </ul> <p>How many copies do I need and where do I take them?</p> <ul style="list-style-type: none"> <li><b>Original</b> – Clerks' Office 2C in Kent E609 in Seattle</li> </ul>

	<ul style="list-style-type: none"><li>• <b>Copy 1</b> – Working Copy 1J in Kent W325 in Seattle Add the following to the upper-right corner of the top page of your documents:</li></ul> <div style="border: 1px dashed black; padding: 5px; background-color: #e6f2ff;"><p><b>Working Papers</b> Attn: Ex Parte Department Hearing date: _____ Hearing time: 10:30am Presented by: <i>(your name)</i></p></div> <ul style="list-style-type: none"><li>• <b>Copy 2</b> – keep for your records</li><li>• <b>Copy 3+</b> - each person/agency that requires notice</li></ul> <p>What's next?</p> <ul style="list-style-type: none"><li>• Deliver Working Copy at least 14 days before the hearing.</li><li>• Serve the Interested Parties. Fill out <b>Proof of Mailing or Hand Delivery</b> to prove to the court all parties were properly notified.</li><li>• Attend your hearing (1J or W325)</li><li>• Bring your copy of the documents along with the proof of service &amp; proposed orders.</li></ul>
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If the Commissioner signs the *Order for Withdrawal from Blocked Account*, make a copy for your records, and take the original form to the Clerk's office for filing. The Clerk will charge you a small fee then give you a certified copy of the Order. You will need the certified copy to take to the financial institution so they can release the funds to you.