

HOW TO RESPOND TO COMPLAINT

If the guardian receives a Court Order giving the guardian a deadline to reply, the guardian must respond and provide proof, if applicable, by the deadline. A response letter with the case name and number addressing the issues outlined in the complaint along with proof (if applicable) should be filed by the guardian, in the Clerk's office Room 300 (M-F 8:30 a.m. to 4 p.m.). The guardian must bring a conformed copy (date stamped) of response letter along with proof (if applicable) of these documents to the Guardianship Monitoring Program, Room 200 (M-F 8:30 a.m. to Noon and 1-4:30 p.m.). See 11.88 Guardian Complaint Protocol for additional information.

Guardianship Forms are available online at www.spokanecounty.org/superiorcourt/guardianforms

The guardianship forms may be purchased at the Spokane County Bar Association Office on the fourth floor of the Spokane County Courthouse Annex.

Spokane County Superior Court
Guardianship Monitoring Program
1116 West Broadway
Spokane WA 99260-0350
509-477-2622