

INSTRUCTIONS FOR FILING TRUSTEE'S REPORT/ACCOUNTING
LSPR 98.18

- File the original of the current Trustee's Accounting & Proposed Budget in the Spokane County Clerk's Office, Room 300, Spokane County Courthouse

- *Deliver the following to the Guardianship Monitoring Program, Room 200, Spokane County Courthouse
 - One photocopy of the Trustee's Accounting & Proposed Budget, stamped with the date the original was filed (stamp at Clerk's Office counter)
 - All required accompanying documents (cancelled checks, bank statements, receipts, etc.) in support of the accounting
 - One original and one photocopy of the proposed Order Approving Trustee's Report/Accounting
 - One stamped, self-addressed envelope with sufficient postage for return copy of order approving and original supporting documents

*Trustees who reside outside of Spokane may mail the above to the following address:

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