

Jane Bradstreet

Register of Probate • Merrimack County

October 5, 2016

To Whom It May Concern:

Per my conversation with Jeanette Marino on October 5, 2016, I am responding to her request to describe the policy on filing invoices with accountings in guardianship of incapacitated person cases in the Merrimack County Probate Court.

I was the Register of Probate, acting as the clerk of the Probate Court, from March 1, 1999 to June 30, 2011. During that time Richard A. Hampe was the sitting judge in Concord.

The general policy for invoices for expenses that justified the disbursements in the annual Guardian's/Conservator's Accounting for Guardianship of Incapacitated Persons cases was:

The guardian should have all the invoices available but did not need to file them with the accounting unless the Judge had some questions and required them to be provided. The information in the schedules was generally sufficient.

The instructions on how to fill out the accounting form do not mention a need for invoices for disbursements.

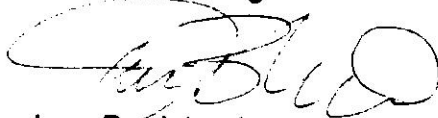
In Schedules 3 of the Guardian's/Conservator's Accounting form that deal with expenses of administration the instructions are:

On a separate sheet of paper, for each expense, list the date paid, to whom it was paid, and the amount. (no invoices required)

In Schedules 4 of the Guardian's/Conservator's Accounting form that deal with Guardian fees the instructions are:

Probate rules require fees to be shown in summary form. This summary is sufficient unless the Court requires further detail.

The same policy was also followed for trust accountings, estate accountings and guardianship of minor accountings.



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