

## INSTRUCTIONS

## PETITION FOR WITHDRAWAL OF WARD'S DEPOSITED FUNDS

EFFECTIVE: August 1, 2014

All minor's estates are established for the benefit of the minor until the minor reaches the age of majority in Illinois which is eighteen (18) years of age. That is upon attaining their eighteenth (18th) birthday, the minor will have sufficient funds to do what they want with their money. The *preservation* of these estates is the responsibility of the Court where no yearly accounting is required. Food, shelter and clothing (including school uniforms, gym and other sports uniforms) are the responsibility of the parent(s) or guardians(s). Because of this, the following guidelines shall be followed when there is request for a withdrawal of funds from the minor's estate.

When a request for withdrawal of funds from a minor's account is received, the Court reviews:

- (1) The beginning balance amount in the estate;
- (2) Where the money in the estate originally came from;
- (3) The current amount in the estate, as reflected in the most recent bank statement accompanying the request, to determine what are appropriate disbursements;
- (4) Past requests;
- (5) Past disbursements, and;
- (6) The current request.

The law of Illinois gives the Court sole discretion to determine what disbursements are appropriate for each case. This is not an appealable order.

Minors age 14, 15, 16 and 17, are REQUIRED to be present in Court with a picture ID for all matters. This can be a current school ID or an Illinois State ID.

Guardian or petitioner parent must bring estimates of the cost, including tax if applicable, for all proposed withdrawals of funds. Most withdrawal requests are *made payable to the providers*. It is petitioner's obligation to make sure the provider will accept the check.

Generally, no funds shall be released for electronic equipment (including cell phones and computers) for a minor who has not attained their twelfth (12th) birthday. In those cases where a request is being made for a computer, the following are required for the Court's review: a letter from the school; a copy of the minor's most recent report card; and three (3) estimates from *different* sources for computers with similar features. If petitioner purchases a computer without Court approval and seeks **reimbursement** for same, the Court may not reimburse the guardian.

Written proof or documentation of prior requests must be given to the Court prior to any further withdrawals. **No subsequent withdrawals will be approved without receipts for prior approvals.**

The procedure is as follows: You must go to the Clerk's Office at 50 West Washington Street, Room 1202, Chicago, Illinois to request the court file be sent to courtroom 1806. The request itself is obtained from the Clerk or online at <http://www.cookcountyclerkofcourt.org/>

The Court will not consider more than two (2) petitions to withdraw funds from the minor's estate in any one (1) calendar year under the above guidelines.

All requests are heard once the set morning calls are completed and daily after 2:00 p.m.

Calendar 9  
Room 1806

Mariyana T. Spyropoulos, Clerk of the Circuit Court of Cook County, Illinois  
[cookcountyclerkofcourt.org](http://cookcountyclerkofcourt.org)

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
COUNTY DEPARTMENT, PROBATE DIVISION

Estate of

Case No. \_\_\_\_\_

PETITION FOR WITHDRAWAL OF WARD'S DEPOSITED FUNDS

Petitioner requests an order releasing the sum of \$ \_\_\_\_\_ from the account of the above-named minor and represents to the Court the following:

- 1. What is your relationship with the minor?
2. What is the minor's age?
3. What is the name of the depository/bank the funds are deposited in?
4. What is the account number?
5. Please attach the most recent bank statement reflecting the most recent account balance.
6. What is the reason for the withdrawal?
7. How many withdrawals have there been since these funds were deposited for the benefit of the minor?
8. When was the last withdrawal?

Please list items requested and mark your supporting documents with an Exhibit letter.

Table with 3 columns: Item, Exhibit Attached, Total Cost. Rows a-e and a Total row.

9. Under penalty of perjury, I certify that money withdrawn for the above purpose will be used for the benefit of the minor. My failure to do so may subject me to contempt of court action.

Signed and sworn to before me

Petitioner: \_\_\_\_\_

Date

Address: \_\_\_\_\_

Notary Public Required

City/State/Zip: \_\_\_\_\_

Primary Email: \_\_\_\_\_