



Office of the
Public Guardian

Form

GS4

Find out if someone has a guardian



Use this form to ask the Office of the Public Guardian to search the register of guardianship court orders.

Where to send the completed form

Email: opgregistersearches@publicguardian.gov.uk

please write 'Guardian register search' as the subject

Fax: 0870 739 5780

Post to:

OPG Guardianship
PO Box 10795
Nottingham
NG2 9TZ

To get this form in Welsh (Cymraeg), email OPG at: customerservices@publicguardian.gov.uk

Guidance

Office of the Public Guardian registers

The Office of the Public Guardian (OPG) maintains a register for guardianship orders.

Anyone can apply for a search of this register.

What you can find out

You can find out:

- whether a court order relates to the appointment of a guardian
- when a guardianship order became active
- the name of the person an order is about
- the date of birth of the person an order is about
- whether there are any restrictions in a court order (but not what they are)
- whether a court order is active, cancelled, revoked or expired
- a court order reference and OPG case reference number
- the expiry date of a guardianship court order

What you cannot find out

We will not be able to tell you:

- the name of the guardian or guardians
- information about applications for guardianship orders that are still in progress

What information you need to provide

You need to complete **sections 1 and 2** of this form.

We've put an asterisk (*) next to information you must provide.

Section 3 of this form is optional. It only needs to be completed if you want to ask for additional information about someone.

Additional information

In some cases we may consider an application for additional information we do not keep on the register.

To apply for additional information complete **section 3** of this form, stating:

- what information you need
- why you need this information

We'll consider each application on a case-by-case basis.

How to get this form in an alternative format

To ask for this form in braille, audio or large print, email

opgregistersearches@publicguardian.gov.uk

Please include:

- your name
- address
- telephone number
- the name or number of the form you want

How to report a concern about a guardian

Do not use this form to report concerns about a guardian. If you're concerned that decisions made by a guardian are not in the best interests of the person they're acting on behalf of, please let us know by:

- **email:**
opg.safeguardingunit@publicguardian.gov.uk
- **telephone:** 0300 456 0300
- **textphone:** 0115 934 2778



In this form, we refer to the **individual** you want to know has a guardian as 'the person'.

Find out if someone has a guardian

Section 1 Your details

Title* *required information

First names*

Last name*

Relationship to the person

Address*

Postcode

Email

Telephone number

Section 2 The person's details

Title* *required information

First names*

Last name*

Date of birth*

Day Month Year

Last known address*

Postcode

Section 3 (optional) Additional information

What additional information do you need?

Why do you need this information?



Please note

We will consider each request for additional information on a case-by-case basis



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