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

#### Post to:

OPG Guardianship PO Box 10795 Nottingham NG2 9TZ

To get this form in Welsh (Cymraeg), email OPG at: opgregistersearches@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

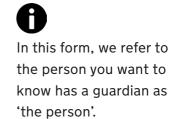
# How to report a concern about a guardian

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
- calling from outside the UK: +44

   (0)203 518 9639
- Relay UK (if you cannot hear or speak on the phone): 18001 0300 123 1300





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### Section 1 Your details

Title*	*required information
First names*	
Last name*	
Relationship to the p	erson
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?
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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