

**PRIVATELY PAID LAW GUARDIAN APPOINTMENT PROCESS  
EFFECTIVE JANUARY 1, 2004**

**A new privately paid law guardian appointment process became effective**

**January 1, 2004, in the three Appellate Division Departments where authorized (First, Second and Fourth). The new process was developed to conform privately paid law guardian appointments with the provisions of Part 36 of the Rules of the Chief Judge. It requires the use of three official forms: an order of appointment, affirmation of services and order approving compensation. The new process maintains prior practice which allowed law guardians to draw down on retainers and pay themselves from billing receipts without further order of the court. It adds a final order of compensation which, in approving the total award for services, could order the parties to pay a net amount due, or direct the law guardian to reimburse the parties for monies collected in excess of the total award.**

The **Law Guardian Forms** are in a PDF “fillable” format, which enables the user to complete the forms on-line by entering requested information in all blank spaces. Adobe Acrobat Reader is required for access to these documents.

- If Adobe Acrobat Reader is not already installed on your computer, click the link on this page and install.
- When installation is finished, return to this page.
- Click on the **Forms Link**; complete the form by tabbing through the blank spaces and entering all requested information.

[Click here for Law Guardian Forms with instructions.](#)

