



**20<sup>TH</sup> JUDICIAL DISTRICT OF COLORADO**  
**ADMINISTRATIVE ORDER 97-101**

**SUBJECT: Changes in Probate Procedures**

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**To: Twentieth Judicial District Judicial Officers, Court Staff and Attorneys**

**From: Roxanne Bailin**  
**Chief District Judge**

**DATE: December 2, 2011**

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This order updates 20<sup>th</sup> Judicial District Administrative Order 97-101 and replaces version dated February 6, 1997.

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This directive states changes in probate procedures and the requirement of attendance by court appointed conservators at mandatory training prior to the issuance of Letters of Conservatorship.

1. Probate cases shall be assigned to the probate division.
2. Hearings on probate cases, unless there are exigent circumstances, will be scheduled, once a month, on a morning designated in the probate division. The hearings will be scheduled for 9:00 a.m.
3. A training program, specifically for newly-appointed conservators, conducted by the Probate Registrar or other assigned court personnel, will be held at 8:00 a.m. on the day of the court hearing. In the alternative, the Probate Registrar may direct them to the judicial website or provide them with a video for the same purpose.
4. All court-appointed conservators must attend, listen to, or view the training program before the Probate Registrar will issue Letters of Conservatorship.

Hon. Roxanne Bailin  
Chief Judge  
Twentieth Judicial District