



Professional Fiduciaries Bureau

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Website: www.fiduciary.ca.gov



LICENSING APPLICATION CHECKLIST

Please use this checklist to ensure your application package is complete before submitting it to the Professional Fiduciaries Bureau (Bureau).

A license will not be processed unless all requested information is submitted.

SUBMIT THE FOLLOWING:

- Completed Licensing Application
- Second copy of processed Live Scan Service Form
- Any mandatory supporting documents
- Application Fee -
 - Before January 1, 2024: \$400
 - After January 1, 2024: \$600

Examination Information

After the Bureau has reviewed your complete application and determined you are eligible to take the examination, you will be directed to contact the Center for Guardianship Certification (CGC) to register for the examination. Separate examination forms and fees are submitted directly to CGC. For more information regarding examination fees, please visit CGC's website at www.guardianshipcert.org.

Initial License Information

After you have passed the examination, you will be notified by the Bureau to submit initial licensing fees. Initial licensing fees are as follows:

- For applicants who pass the examination prior to January 1, 2024: \$600 plus prorated fees for each month until your second birthday after initial licensing. The Bureau will provide this amount to you.
- For applicants who pass the examination on or after January 1, 2024: \$1,300 for a one year initial license.

Please **DO NOT MAIL THE INITIAL LICENSING FEE** until you are notified by the Bureau to do so.

Once the Bureau has received your initial licensing fees, you will be issued a professional fiduciaries license. Licenses are to be renewed yearly.