Professional Fiduciaries Bureau
Post Office Box 989005
West Sacramento, CA 95798-9005
Telephone: (916) 574-7340 FAX (916) 574-8645
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:

- ☐ Checklist
- ☐ Completed Licensing Application
- ☐ Second copy of processed Live Scan Service Form
- ☐ Any mandatory supporting documents
- ☐ Application Fee - $400.00

After the Bureau has 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. Examination forms and fees are to be sent directly to CGC at:

Center for Guardianship Certification
P.O. Box 5704
Harrisburg, PA 17110
(717) 238-4689
(717) 238-9985 fax
www.guardianshipcert.org

After you have passed the examination and the Bureau has approved your licensing application, you will be notified to submit an initial licensing fee of $600.00 plus prorated fees for each month until your second birthday after initial licensing. Your license will then be renewed each year on the last date of your birthday month. The licensing fee is in addition to the application fee listed above.

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