**Section 301.40 Notice**

a) Notice – In General. A ward or a ward's estate shall not be charged for guardianship services unless the ward is given prior written notice pursuant to the procedure set forth below.

b) Notice – Procedure to be Used. Prior to requesting court approval for the assessment or collection of fees, a written notice shall be given to the ward, advising the ward that the ward or the ward's estate will be charged for guardianship services. This notice shall be delivered to the ward in person or by mail at least 10 calendar days prior to the collection of fees. The notice shall be issued in all cases where fees may be assessed by OSG. A single notice of assessment is sufficient for the purpose of this Part, so long as the notice describes the type of fee that OSG may assess and the amount of the fee.

(Source: Amended at 24 Ill. Reg. 13016, effective August 21, 2000)