

Minnesota Emergency Family Planning Toolkit for Families At Risk of Separation

V4.0



www.forwardlatino.org
(833)LAT-INO1

FORWARD
LATINO
W



Letter of Support & Toolkit Overview

Dear Community Member,

Forward Latino is pleased to share this **Family Planning Toolkit** with you during this challenging time for our community. Forward Latino is here to support you and your family.



As a national organization with members and affiliates across 29 states, we have seen firsthand the stress and uncertainty many families are experiencing. This toolkit was created to help families prepare for the possibility of detention or separation, and to ensure everyone understands and can exercise their constitutional rights.

This toolkit includes:

1. Family Planning To-Do List

A checklist of important steps that families at risk should complete in advance of any possible separation or detention.

2. What to Do If Detained & How to Locate a Loved One in Detention

Practical guidance to help you preserve your rights, protect your loved ones, and locate family members if detention occurs, without increasing risk to yourself or others.

3. Removal/Deportation Defense Attorney Referral List

A list of qualified and ethical immigration attorneys Forward Latino has worked with who provide removal/deportation defense services.

4. Constitutional Rights Cards (English/Spanish)

Bilingual, fold-over wallet cards that explain your rights and can be shown to immigration officials to help you assert your protections under the U.S. Constitution.

5. Power of Attorney (PoA) for Finance & Property

A legal document that allows you to name a trusted person as your agent to manage your financial and property matters if you are unable to do so.

6. Power of Attorney for Delegating Parental Power

A legal document that allows you to temporarily name a trusted adult as your agent to care for and make legal decisions regarding your child's welfare if you are separated for an extended period of time.

We strongly encourage every family at risk of separation to review this toolkit carefully and complete the recommended steps as soon as possible. Please note: this toolkit is meant to help you prepare, but it does not replace legal advice. We still recommend speaking with an immigration attorney and/or family planning attorney about your specific situation.

If you have questions or need assistance, please contact Forward Latino at **(833) LAT-INO1** or visit www.forwardlatino.org.

Thank you, and God bless.

Darryl D. Morin
National President



Family Planning To-Do List

v4.0

The following is a list of tasks all individuals at risk of separation from their family should complete immediately.

1. Establish your emergency contact and create a family plan

- Your Emergency Contact should be someone lawfully present in the United States if possible, has a mobile phone and is readily available 24 hours a day.
- Your family plan should detail actions your family should take should separation occur.

2. Organize all your immigration-related documents

- Organize all of your documents, including your visa, passport, green card, birth certificate, work permits, and any other immigration related papers.
- Keep copies of all your documents in a safe place and share copies with your immigration attorney.

3. Establish a relationship with a licensed immigration attorney that provides removal defense services.

- Review your immigration situation to determine if there is a pathway to legalization.
- Review methods to contact attorney should separation occur after hours.
- Review your legal rights.
- Provide copies of your immigration-related documents
- Memorize your immigration attorney's phone number as mobile phones are frequently removed from individuals in detention.

4. Establish a Power of Attorney(s) to manage your personal affairs.

- A Power of Attorney for Finance & Property will allow your agent to make decision on your behalf as detailed in the form. A Minnesota PoA for Finance & Property is included in this toolkit.
- A Power of Attorney for Delegating Parental Power will allow your agent to make decisions for your children as detailed in the form. A Minnesota PoA for Delegating Parental Power is included in this toolkit.
- Agents must be 18 years or older and competent. It is recommended that they be lawfully present in the United States.
- While Power of Attorney forms do not need to be notarized, we recommend doing so if possible.

5. Avoid Criminal Activity and contact with those engaged in criminal activity.

- Adhere to all laws and avoid any actions or individuals engaged in such actions that could lead to interactions with law enforcement. With recent changes, even minor offenses can impact your immigration status.
- If arrested for a crime, consult with both your criminal and immigration attorneys before accepting any plea deals or signing any legal agreements as it might impact your immigration status.

6. Plan Financially

Ensure you have access to funds to cover legal fees, possible bonds and fines, and other expenses related to your case. Consider setting up a separate savings account for these purposes.



What To Do If Detained & How to Locate A Loved One In Detention

v4.0

What to do if you are detained:

1. Stay calm and follow instructions, but do not sign legal documents without having them reviewed by your attorney.
2. If you are lawfully present in the United States or are a citizen, notify the agents immediately.
3. Exercise your right to remain silent. You must however provide your name when asked.
4. You have the right to refuse to sign any form until it is reviewed by your immigration attorney.
5. Notify the officer immigration agent if you are the primary caregiver to a child or have a medical condition that requires medication or medical care, or are pregnant.
6. During detention processing and intake, write down the name and phone number of your case officer and your Alien Registration Number (A-Number). If you do not already have an A-number, you will be assigned one. Share this information with your Emergency Contact. It will assist them in locating you should you be moved to a different detention facility.
7. Do not lie or give false information as this could be a criminal act and/or worsen your situation.
8. Officials are required to allow you to call a family member or attorney. If they do not offer this, it is your right to ask for your call. Please remember calls between you and your attorney are privileged, however any calls to family members or friends are not and information from those conversations can be used against you.
9. Contact your Emergency Contact and provide them the name and phone number for your case officer and you're A-Number.
10. If you are afraid to return to your home country, say so loudly and clearly to every agent you see. If you do not say you are scared, they may deport you without giving you a chance to see a judge or ask for asylum.

What to do if a family member is detained:

1. Notify the detainee's immigration attorney and consulate immediately.
2. Implement your family plan
3. If the detainee has been moved, there are two main ways to locate them.
 - Online option: Go to <https://locator.ice.gov/odls/#/search>
 - Phone option (limited hours): Call (888)351-4024
- 4. To find immigration court information, go to: <https://acis.eoir.justice.gov/en/> or call 1-800-898-7180.
5. You can check for outstanding removal orders or prior deportations by an immigration judge at: <https://acis.eoir.justice.gov/en/>



Minnesota: Immigration Removal/Deportation Defense Referral List

Alison Olson Cox Law 5601 Nicollet Ave. S. Minneapolis, MN 55419 612-293-7248 A, D, DA, G, N, P, S, TPS, T, U, V Spanish	The Bortel Firm 825 Nicollet Mall, Suite 811 Minneapolis, MN 55402 612-388-3366 A, C, DA, D, F, G, L, N, P, ST, T, U, V, W French, Russian, Spanish	Ekhoff Law 300 N. Dakota Ave., Suite 201 Sioux Falls, SD 57104 605-368-1455 A, C, E, F, G, N, ST, W	Graciela Gonzalez P.O. Box 20 Wayzata MN 55391 612-207-5562 A, C, CR, D, E, F, L, N, ST, W Spanish
AMA Law Group 1113 E. Franklin Ave., Suite 104 Minneapolis, MN 55404 612-226-8799 A, C, CR, D, E, F, G, N, ST, TPS, W Somali, Amharic	Breitman Immigration Law Firm 2901 Metro Dr., Suite 501 Bloomington, MN 55425 612-822-4724 A, C, CR, D, E, F, L, N, ST, W Hungarian, Spanish	Karen F. Ellingson 33 E. Wentworth Ave., Suite 360 West St. Paul, MN 55118 651-451-1660 A, C, D, F, N, TPS Spanish	Guyton Thuente 970 Raymond Ave., Suite G-60 St. Paul, MN 55114 651-641-8664 E, F, G, N Spanish
Aust Schmiechen 825 Nicollet Mall, Suite 623 Minneapolis, MN 55402 612-724-4860 A, B, C, D, DA, F, G, L, N, P, S, U, W Bosnian, Polish, Russian, Spanish	Carranza Immigration Law 1500 E. Capitol Ave. Bismarck, ND 58501 701-291-3442 C, DA, F, G, N, T, U, V, W Spanish	Engebretson Law rachel@belegal-us.com 612-366-0479 (texts preferred) A, C, CR, D, F, N, W	Hart Law Office 310 E. 38th St., Suite G Minneapolis, MN 55409 612-333-3003 C, F, N, U, V, W Spanish
Amanda Bahena 300 S. Phillips Ave., Unit 300 Sioux Falls, SD 57104 605-336-3890 A, C, D, E, F, G, N, ST, W Spanish	Contreras Edin Law 663 University Ave. W., Suite 200 St Paul, MN 55104 651-771-0019 A, C, CR, D, DA, F, G, N, P, S, T, U, V, W Spanish	Fredrikson & Byron 60 S. 6th St., #1500 Minneapolis, MN 55402 612-492-7165 A, C, CR, D, E, F, G, L, N, ST, W Chinese, French, German, Spanish, Vietnamese	Hines Immigration Law 1700 W. Hwy. 36, Suite 120 Roseville, MN 55113 612-643-9272 A, C, CR, D, E, F, G, L, N, ST, T, U, V, W Spanish
Baquero Law Office 7344 Cedar Ave. S. Minneapolis, MN 55423 612-872-6727 A, C, CR, DA, D, F, G, N, P, S, TPS, U, V, W Spanish	Davis & Egberg 3109 Hennepin Ave. S. Minneapolis, MN 55408 612-977-3188 A, C, CR, D, F, G, L, N, P, S, ST, TPS, U, V, W French, Spanish	Frey Law Office 1912 Lexington Ave. N., Suite 300 St. Paul, MN 55113 651-486-7117 A, C, CR, DA, D, E, F, G, L, N, S, ST, T, TPS, U, V, W	Immigration Law Professionals 112 N. University Dr., Suite 316 Fargo, ND 58102 701-298-7720 C, CR, F G, N, P, W
Bienvenidos Law Firm 316 E. Main St. Anoka, MN 55303 763-951-2235 A, C, F, G, N, U, V, W Spanish	Davis & Goldfarb 1201 Harmon Pl., Suite 303 Minneapolis, MN 55403 612-630-2244 E, F, N French, Spanish	Goss Law 333 Washington Ave. N., Suite 208 Minneapolis, MN 55401 612-824-2244 A, C, D, DA, F, G, N, S, ST, U, V, W Spanish	J.P. Larson Law Offices 5601 Nicollet Ave. S. Minneapolis, MN 55419 612-879-8223 A, F, G, N, P, S, T, U, V, W Korean, Spanish
Binsfeld Law Firm 790 Cleveland Ave. S., Suite 206 St. Paul, MN 55116 612-339-0033 A, C, D, E, F, N, P, ST, TPS, U, V, W Spanish	De León & Nestor 3547 Cedar Ave. S. Minneapolis, MN 55407 612-822-6269 C, CR, DA, F, G, N, P, S, ST, T, U, V, W Spanish	Practice Areas: Asylum (A), Consular (C), Criminal (CR), Deferred Action (DA), Deportation (D), Employment (E), Family (F), General (G), Litigation (L), Medical (M), Naturalization (N), Parole (P), SIJS (S), Student (ST), TPS, Trafficking (T), U-Visa (U), VAWA (V), Waiver (W).	Área de Práctica: Asilo (A), Procesamiento consular (C), Penal (CR), Acción Diferida (DA), Deportación (D), Empleo (E), Familia (F), General (G), Litigo (L), Medical (M), Naturalización (N), Permisos de permanencia temporal (P), SIJS (S), Estudiante (ST), Estatus de Protección Temporal (TPS), Trata de personas (T), U-Visa (U), VAWA (V), Perdones (W).



Minnesota: Immigration Removal/Deportation Defense Referral List

Justicia Law 3539 Hennepin Ave. Minneapolis, MN 55408 612-284-1484 A, C, CR, D, DA, F, N, S, T, U, V, W French, Spanish	Mengel Immigration Law 3109 Hennepin Ave. S. Minneapolis, MN 55408 612-977-3186 A, C, D, F, L Spanish	Paula Schwartzbauer Law 5601 Nicollet Ave. Minneapolis, MN 55419 612-822-2195 C, DA, F, G, N, P, TPS, U, V, W Spanish	Roberts Immigration Law Office 816 W. St. Germain St., Suite 607 St. Cloud, MN 56301 320-257-8472 A, C, D, E, F, G, N, ST, W
Karam Law 2950 Metro Dr., Suite 201 Bloomington, MN 55425 952-854-3313 A, B, C, D, E, F, G, L, N, ST, T, TPS, U, W Spanish, Turkish	Metelska Law P.O. Box 156 Hopkins, MN 55343 612-424-8060 A, C, CR, DA, D, F, G, N, P, S, T, U, V, W Polish, Spanish	Perez-Jenkins Law 8530 Eagle Point Blvd., Suite 100 Lake Elmo, MN 55042 651-373-4030 C, DA, F, G, N, T, U, V, W Spanish	Selena Britzius-Negash Law 821 Raymond Ave., Suite 325 St. Paul, MN 55114 612-425-4260 A, C, D, F, G, N, S, TPS, T, U, V, W French, Spanish
Khanh Nguyen Law Office 1020 Washington Ave. S. Minneapolis, MN 55415 952-888-3788 C, CR, D, F, G, L, T, U Spanish, Vietnamese	Moua and Swanson Law Office 609 S. 10th St., Suite 120 Minneapolis, MN 55404 612-808-9800 A, C, CR, DA, D, E, F, G, N, P, S, ST, T, U, V, W Hmong, Russian, Spanish, Thai, Ukrainian	Naomi Perman 55 E. 5th St., Suite 1100 St. Paul, MN 55101 651-224-8935 C, E, F, G, N, ST, W French	Stephen C. Thal 10580 Wayzata Blvd., Suite 100 Minnetonka, MN 55305 612-424-2942 A, B, C, D, E, F, G, L, M, N, S, T, U, V, W Russian, Spanish, Tibetan, Ukrainian
Kim Hunter Law 656 Selby Ave., Suite 100 St. Paul, MN 55104 651-641-0440 A, C, D, F, G, L, N, U, W Spanish	Nevin Law Office P.O. Box 7010 Minneapolis, MN 55407 612-548-4153 A, C, F, G, N, P, ST, U, V, W	Nancy A. Peterson 842 Raymond Ave., #209 St. Paul, MN 55114 651-233-2161 A, C, CR, D, F, N, S, V, W Spanish	Stuhlman Law 5601 Nicollet Ave. Minneapolis, MN 55419 612-254-8224 CR, F, N, TPS Spanish
Kivu Immigration Law 222 10th St. Worthington, MN 56187 507-295-4858 A, C, D, DA, E, F, G, L, N, S, T, U, V Spanish	Nexum Legal 7800 Metro Pkwy., #300 Bloomington, MN 55425 651-600-2263 A, C, D, E, F, G, N, P, ST, U, V, W Spanish	Prokosch Law 1700 S. Hwy. 36 Service Dr., Suite 570 Roseville, MN 55113 651-333-3039 A, C, D, F, G, L, S, T, TPS, U, V, W French, Hungarian, Spanish, Telugu	Tripiciano Immigration Law 505 2nd Ave. N. Sauk Rapids, MN 56379 320-224-6535 C, F, N
Koberstein Law 821 Raymond Ave., Suite 325 St. Paul, MN 55114 612-254-8776 C, F, G, N, S, U, V, W Spanish	Nguyen Firm 332 E. County Rd. D St. Paul, MN 55117 651-786-6666 A, B, C, CR, D, F, G, L, N, ST, W Spanish, Vietnamese	Puerta Grande Law Firm 4301 4th Ave. S. Minneapolis, MN 55409 612-808-9288 A, C, D, DA, F, G, N, P, S, T, U, V, W Spanish	Wilson Law Group 3019 Minnehaha Ave. Minneapolis, MN 55406 612-436-7100 C, D, E, F, G, L, N, S, ST, T, U, V, W German, Spanish, Swedish, Vietnamese
Daniel Christians 33 S. 6th St., Suite 3675 Minneapolis, MN 55402 612-604-2581 C, CR, DA, E, F, G, N, P, T, U, V, W	Ojala-Barbour Law Firm 790 Cleveland Ave. S., Suite 206 St. Paul, MN 55116 651-214-6284 A, C, D, L, S, TPS, U, W Spanish	Ratkowski Law 332 Minnesota St., Suite W1610 St. Paul, MN 55101 651-755-5150 A, C, CR, D, F, G, N, P, S, T, U, V, W Spanish	Zimmer Law Group 155 Wabasha St. S., Suite 100 St. Paul, MN 55107 612-436-7105 A, C, CR, DA, D, E, F, G, L, N, P, S, ST, T, TPS, U, V, W Spanish
Martin Law 7900 Xerxes Ave. S., Suite 220 Bloomington, MN 55431 952-746-4111 A, C, CR, D, DA, E, F; G, N, S, ST, T, U, V, W Farsi, Hmong, Oromo, Somali, Spanish, Vietnamese	Paschal Nwokocha & Chukwu Law Offices 105 5th Ave. S., Suite 550 Minneapolis, MN 55401 612-465-0060 A, C, CR, D, E, F, G, L, N, S, ST, T, U, V, W Igbo, Portuguese, Spanish	Rivera Law Firm 310 4th Ave. S., Suite 7000 Minneapolis, MN 55415 763-442-5467 A, C, CR, DA, D, E, F, G, N, P, S, ST, T, U, V, W Italian, Portuguese, Spanish	



Constitutional Rights Cards for Citizens & Immigrants

v4.0



DERECHOS CONSTITUCIONALES

NO LE ABRA LA PUERTA a un agente de inmigración a menos que tenga una orden firmada por un juez. Si no es así, no abra la puerta.

NO CONTESTE NINGUNA PREGUNTA de un agente de inmigración si el trata de hablar con usted. Tiene derecho a permanecer en silencio o hablar con su abogado.

NO FIRME NADA sin antes hablar con un abogado. Usted tiene el derecho de hablar con un abogado.

SI ESTÁ CONDUCIENDO Y LO DETIENEN, el oficial puede exigirle que muestre su licencia, el registro del vehículo y un comprobante de seguro, pero no tiene que responder preguntas sobre su estado migratorio.

SI USTED ESTÁ AFUERA DE SU CASA, pregunte al agente si es libre para irse y si dice que sí, vágase con tranquilidad.

Números de teléfono:

Abogado: _____ Consulado: _____
www.forwardlatinoespanol.org (833)LAT-INO1



DERECHOS CONSTITUCIONALES

NO LE ABRA LA PUERTA a un agente de inmigración a menos que tenga una orden firmada por un juez. Si no es así, no abra la puerta.

NO CONTESTE NINGUNA PREGUNTA de un agente de inmigración si el trata de hablar con usted. Tiene derecho a permanecer en silencio o hablar con su abogado.

NO FIRME NADA sin antes hablar con un abogado. Usted tiene el derecho de hablar con un abogado.

SI ESTÁ CONDUCIENDO Y LO DETIENEN, el oficial puede exigirle que muestre su licencia, el registro del vehículo y un comprobante de seguro, pero no tiene que responder preguntas sobre su estado migratorio.

SI USTED ESTÁ AFUERA DE SU CASA, pregunte al agente si es libre para irse y si dice que sí, vágase con tranquilidad.

Números de teléfono:

Abogado: _____ Consulado: _____
www.forwardlatinoespanol.org (833)LAT-INO1



DERECHOS CONSTITUCIONALES

NO LE ABRA LA PUERTA a un agente de inmigración a menos que tenga una orden firmada por un juez. Si no es así, no abra la puerta.

NO CONTESTE NINGUNA PREGUNTA de un agente de inmigración si el trata de hablar con usted. Tiene derecho a permanecer en silencio o hablar con su abogado.

NO FIRME NADA sin antes hablar con un abogado. Usted tiene el derecho de hablar con un abogado.

SI ESTÁ CONDUCIENDO Y LO DETIENEN, el oficial puede exigirle que muestre su licencia, el registro del vehículo y un comprobante de seguro, pero no tiene que responder preguntas sobre su estado migratorio.

SI USTED ESTÁ AFUERA DE SU CASA, pregunte al agente si es libre para irse y si dice que sí, vágase con tranquilidad.

Números de teléfono:

Abogado: _____ Consulado: _____
www.forwardlatinoespanol.org (833)LAT-INO1



DERECHOS CONSTITUCIONALES

NO LE ABRA LA PUERTA a un agente de inmigración a menos que tenga una orden firmada por un juez. Si no es así, no abra la puerta.

NO CONTESTE NINGUNA PREGUNTA de un agente de inmigración si el trata de hablar con usted. Tiene derecho a permanecer en silencio o hablar con su abogado.

NO FIRME NADA sin antes hablar con un abogado. Usted tiene el derecho de hablar con un abogado.

SI ESTÁ CONDUCIENDO Y LO DETIENEN, el oficial puede exigirle que muestre su licencia, el registro del vehículo y un comprobante de seguro, pero no tiene que responder preguntas sobre su estado migratorio.

SI USTED ESTÁ AFUERA DE SU CASA, pregunte al agente si es libre para irse y si dice que sí, vágase con tranquilidad.

Números de teléfono:

Abogado: _____ Consulado: _____
www.forwardlatinoespanol.org (833)LAT-INO1



CONSTITUTIONAL RIGHTS

DO NOT OPEN THE DOOR if an immigration agent is knocking on the door unless they have a warrant signed by a judge. If they do not, do not open the door.

DO NOT ANSWER ANY QUESTIONS from an immigration agent if he tries to talk to you. You have the right to remain silent or talk to your attorney.

DO NOT SIGN ANYTHING without first talking to an attorney. You have the right to talk to an attorney.

IF YOU ARE DRIVING AND ARE STOPPED, the officer may require you to show your license, vehicle registration, and proof of insurance, but you do not have to answer questions about your immigration status.

IF YOU ARE OUTSIDE YOUR HOME, ask the agent if you are free to leave and if he or she says yes, leave quietly.

Phone Numbers:

Attorney: _____ Consulate: _____
www.forwardlatino.org (833)LAT-INO1



CONSTITUTIONAL RIGHTS

DO NOT OPEN THE DOOR if an immigration agent is knocking on the door unless they have a warrant signed by a judge. If they do not, do not open the door.

DO NOT ANSWER ANY QUESTIONS from an immigration agent if he tries to talk to you. You have the right to remain silent or talk to your attorney.

DO NOT SIGN ANYTHING without first talking to an attorney. You have the right to talk to an attorney.

IF YOU ARE DRIVING AND ARE STOPPED, the officer may require you to show your license, vehicle registration, and proof of insurance, but you do not have to answer questions about your immigration status.

IF YOU ARE OUTSIDE YOUR HOME, ask the agent if you are free to leave and if he or she says yes, leave quietly.

Phone Numbers:

Attorney: _____ Consulate: _____
www.forwardlatino.org (833)LAT-INO1



CONSTITUTIONAL RIGHTS

DO NOT OPEN THE DOOR if an immigration agent is knocking on the door unless they have a warrant signed by a judge. If they do not, do not open the door.

DO NOT ANSWER ANY QUESTIONS from an immigration agent if he tries to talk to you. You have the right to remain silent or talk to your attorney.

DO NOT SIGN ANYTHING without first talking to an attorney. You have the right to talk to an attorney.

IF YOU ARE DRIVING AND ARE STOPPED, the officer may require you to show your license, vehicle registration, and proof of insurance, but you do not have to answer questions about your immigration status.

IF YOU ARE OUTSIDE YOUR HOME, ask the agent if you are free to leave and if he or she says yes, leave quietly.

Phone Numbers:

Attorney: _____ Consulate: _____
www.forwardlatino.org (833)LAT-INO1



CONSTITUTIONAL RIGHTS

DO NOT OPEN THE DOOR if an immigration agent is knocking on the door unless they have a warrant signed by a judge. If they do not, do not open the door.

DO NOT ANSWER ANY QUESTIONS from an immigration agent if he tries to talk to you. You have the right to remain silent or talk to your attorney.

DO NOT SIGN ANYTHING without first talking to an attorney. You have the right to talk to an attorney.

IF YOU ARE DRIVING AND ARE STOPPED, the officer may require you to show your license, vehicle registration, and proof of insurance, but you do not have to answer questions about your immigration status.

IF YOU ARE OUTSIDE YOUR HOME, ask the agent if you are free to leave and if he or she says yes, leave quietly.

Phone Numbers:

Attorney: _____ Consulate: _____
www.forwardlatino.org (833)LAT-INO1



Power of Attorney for Finance & Property



**STATUTORY SHORT FORM POWER OF ATTORNEY
MINNESOTA STATUTES, SECTION 523.23**

Before completing and signing this form, the principal must read and initial the IMPORTANT NOTICE TO PRINCIPAL that appears after the signature lines in this form. Before acting on behalf of the principal, the attorney(s)-in-fact must sign this form acknowledging having read and understood the IMPORTANT NOTICE TO ATTORNEY(S)-IN-FACT that appears after the notice to the principal.

PRINCIPAL (Name and Address of Person Granting the Power)

ATTORNEY(S)-IN-FACT
(Name and Address)

SUCCESSOR ATTORNEY(S)-IN-FACT

(Optional) To act if any named attorney-in-fact dies, resigns, or is otherwise unable to serve.

(Name and Address)

First Successor _____

Second Successor _____

NOTICE: If more than one attorney-in-fact is designated to act at the same time, make a check or "x" on the line in front of one of the following statements:

Each attorney-in-fact may independently exercise the powers granted.
 All attorneys-in-fact must jointly exercise the powers granted.

EXPIRATION DATE (Optional)

Use Specific Month _____, Day _____, Year Only _____

I, (the above-named Principal) hereby appoint the above named Attorney(s)-in-Fact to act as my attorney(s)-in-fact:

FIRST: To act for me in any way that I could act with respect to the following matters, as each of them is defined in Minnesota Statutes, section 523.24:

(To grant to the attorney-in-fact any of the following powers, make a check or "x" on the line in front of each power being granted. You may, but need not, cross out each power not granted. Failure to make a check or "x" on the line in front of the power will have the effect of deleting the power unless the line in front of the power of (N) is checked or "x-ed".)

(A) real property transactions;

I choose to limit this power to real property in _____ County, Minnesota, described as follows:

(Use legal description. Do not use street address.)

(If more space is needed, continue on the back or on an attachment.)

- (B) tangible personal property transactions;
- (C) bond, share, and commodity transactions;
- (D) banking transactions;
- (E) business operating transactions;
- (F) insurance transactions;
- (G) beneficiary transactions;
- (H) gift transactions;
- (I) fiduciary transactions;
- (J) claims and litigation;
- (K) family maintenance;
- (L) benefits from military service;
- (M) records, reports, and statements;
- (N) all of the powers listed in (A) through (M) above and all other matters, other than health care decisions under a health care directive that complies with Minnesota Statutes, chapter 145C.

SECOND: (You must indicate below whether or not this power of attorney will be effective if you become incapacitated or incompetent. Make a check or "x" on the line in front of the statement that expresses your intent.)

This power of attorney shall continue to be effective if I become incapacitated or incompetent.

This power of attorney shall not be effective if I become incapacitated or incompetent.

THIRD: My attorney(s)-in-fact MAY NOT make gifts to the attorney(s)-in-fact, or anyone the attorney(s)-in-fact are legally obligated to support, UNLESS I have made a check or an "x" on the line in front of the second statement below and I have written in the name(s) of the attorney(s)-in-fact. The second option allows you to limit the gifting power to only the attorney(s)-in-fact you name in the statement.

Minnesota Statutes, section 523.24, subdivision 8, clause (2), limits the annual gift(s) made to my attorney(s)-in-fact, or to anyone the attorney(s)-in-fact are legally obligated to support, to an amount, in the aggregate, that does not exceed the federal annual gift tax exclusion amount in the year of the gift.

I do not authorize any of my attorney(s)-in-fact to make gifts to themselves or to anyone the attorney(s)-in-fact have a legal obligation to support.

I authorize _____ (write in name(s)), as my attorney(s)-in-fact, to make gifts to themselves or to anyone the attorney(s)-in-fact have a legal obligation to support.

FOURTH: (You may indicate below whether or not the attorney-in-fact is required to make an accounting. Make a check or "x" on the line in front of the statement that expresses your intent.)

My attorney-in-fact need not render an accounting unless I request it or the accounting is otherwise required by Minnesota Statutes, section 523.21.

My attorney-in-fact m u s t render _____
(Monthly, Quarterly, Annual)
accountings to me or _____
(Name and Address)
during my lifetime, and a final accounting to the personal representative of my estate, if any is appointed, after my death.

In Witness Whereof I have hereunto signed my name this _____ day of _____, 20____.

(Acknowledgment of Principal)
STATE OF MINNESOTA)
) ss.
COUNTY OF)

The foregoing instrument was acknowledged before me this _____ day of _____, 20____,
by _____
(Insert Name of Principal)

(Signature of Principal)

(Signature of Notary Public or other Official)

Acknowledgement of notice to attorney(s)-in-fact and specimen signature of attorney(s)-in-fact.

By signing below, I acknowledge I have read and understand the IMPORTANT NOTICE TO ATTORNEY(S)-IN-FACT required by Minnesota Statutes, section 523.23, and understand and accept the scope of any limitations to the powers and duties delegated to me by this instrument.

(Notarization not required)

This instrument was drafted by:

Specimen Signature of Attorney (s)-in-Fact
(Notarization not required)

IMPORTANT NOTICE TO THE PRINCIPAL

READ THIS NOTICE CAREFULLY. The power of attorney form that you will be signing is a legal document. It is governed by Minnesota Statutes, chapter 523. If there is anything about this form that you do not understand, you should seek legal advice.

PURPOSE: The purpose of the power of attorney is for you, the principal, to give broad and sweeping powers to your attorney(s)-in-fact, who is the person you designate to handle your affairs. Any action taken by your attorney(s)-in-fact pursuant to the powers you designate in this power of attorney form binds you, your heirs, and assigns, and the representative of your estate in the same manner as though you took the action yourself.

POWERS GIVEN: You will be granting the attorney(s)-in-fact power to enter into transactions relating to any of your real or personal property, even without your consent or any advance notice to you. The powers granted to the attorney(s)-in-fact are broad and not supervised. **THIS POWER OF ATTORNEY DOES NOT GRANT ANY POWERS TO MAKE HEALTH CARE DECISIONS FOR YOU. TO GIVE SOMEONE THOSE POWERS, YOU MUST USE A HEALTH CARE DIRECTIVE THAT COMPLIES WITH MINNESOTA STATUTES, CHAPTER 145C.**

DUTIES OF YOUR ATTORNEY(S)-IN-FACT: Your attorney(s)-in-fact must keep complete records of all transactions entered into on your behalf. You may request that your attorney(s)-in-fact provide you or someone else that you designate a periodic accounting, which is a written statement that gives reasonable notice of all transactions entered into on your behalf. Your attorney(s)-in-fact must also render an accounting if the attorney-in-fact reimburses himself or herself for any expenditure they made on behalf of you.

An attorney-in-fact is personally liable to any person, including you, who is injured by an action taken by an attorney-in-fact in bad faith under the power of attorney or by an attorney-in-fact's failure to account when the attorney-in-fact has a duty to account under this section. The attorney(s)-in-fact must act with your interests utmost in mind.

TERMINATION: If you choose, your attorney(s)-in-fact may exercise these powers throughout your lifetime, both before and after you become incapacitated. However, a court can take away the powers of your attorney(s)-in-fact because of improper acts. You may also revoke this power of attorney if you wish. This power of attorney is automatically terminated if the power is granted to your spouse and proceedings are commenced for dissolution, legal separation, or annulment of your marriage.

This power of attorney authorizes, but does not require the attorney(s)-in-fact to act for you. You are not required to sign this power of attorney, but it will not take effect without your signature. You should not sign this power of attorney if you do not understand everything in it, and what your attorney(s)-in-fact will be able to do if you do sign it.

Please place your initials on the following line indicating you have read this **IMPORTANT NOTICE TO THE PRINCIPAL:** _____

IMPORTANT NOTICE TO THE ATTORNEY(S)-IN-FACT

You have been nominated by the principal to act as an attorney-in-fact. You are under no duty to exercise the authority granted by the power of attorney. However, when you do exercise any power conferred by the power of attorney, you must:

- (1) act with the interests of the principal utmost in mind;
- (2) exercise the power in the same manner as an ordinarily prudent person of discretion and intelligence would exercise in the management of the person's own affairs;
- (3) render accountings as directed by the principal or whenever you reimburse yourself for expenditures made on behalf of the principal;
- (4) act in good faith for the best interest of the principal, using due care, competence, and diligence;
- (5) cease acting on behalf of the principal if you learn of any event that terminates this power of attorney or terminates your authority under this power of attorney, such as revocation by the principal of the power of attorney, the death of the principal, or the commencement of proceedings for dissolution, separation, or annulment of your marriage to the principal;
- (6) disclose your identity as an attorney-in-fact whenever you act for the principal by signing in substantially the following manner:
Signature by a person as "attorney-in-fact for (name of the principal)" or "(name of the principal) by (name of the attorney-in-fact) the principal's attorney-in-fact";
- (7) acknowledge you have read and understood this **IMPORTANT NOTICE TO THE ATTORNEY(S)-IN-FACT** by signing the power of attorney form.

You are personally liable to any person, including the principal, who is injured by an action taken by you in bad faith under the power of attorney or by your failure to account when the duty to account had arisen.

The meaning of the powers granted to you is contained in Minnesota Statutes, chapter 523. If there is anything about this document or your duties that you do not understand, you should seek legal advice.



Power of Attorney for Delegating Parental Power



The Delegation of Parental Authority (DOPA) form is on the next 2 pages.
After you fill out your form:

- **DO NOT sign or date the form right away.**

You need to sign and date your DOPA in front of a notary public. Bring your photo ID because the notary public will need to check it.

Your attorney-in-fact does NOT need to sign it in front of a notary. They do need to sign it before using it though.

- **Make copies AFTER the form is signed.**

Make copies of your form after the notary signs and stamps it. Keep one copy for your records and give the original to your Attorney-in-Fact.

- **For more information:**

Read the Delegation of Parental Authority (DOPA) fact sheet at
<http://bit.ly/2mxf47>.

DELEGATION OF PARENTAL AUTHORITY (DOPA)
Delegation of Powers by Parent Minn. Stat. § 524.5-211

STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

1. My name is _____.
(*your name*)

I am the parent of _____.
(*your child's name*)

My child's birthdate is _____.
(*your child's birthday*)

2. I appoint _____, to be my legal Attorney-in-Fact to have parental authority over my child, _____.

Note: Attorney-in-Fact is what the person you name to care for your child is called. That person does not have to be an attorney.

This DOPA lasts: (*check one*)

- For one year from the date of my signature
OR
- until _____, (*fill in date*) which is less than one year following the date of my signature.

3. This DOPA gives my Attorney-in-Fact permission to care for and make decisions about my child named above. These decisions include, but are not limited to:

- a. Getting medical treatment for my child
- b. Enrolling my child in school
- c. Providing a home, care, and supervision of my child

4. This DOPA does not give my Attorney-in-Fact permission to consent to the marriage or adoption of my child.

5. I understand that by law I have to give or mail a copy of this document to any other parent within 30 days of signing it unless:

- a. The other parent does not have parenting time rights or has supervised parenting time rights
OR
- b. There is an existing Order for Protection in effect against the other parent to protect me or my child.

[SIGNATURES ON FOLLOWING PAGE – Page 2]

SIGNATURES

I swear that everything I have stated in this document is true and correct.

Parent or Guardian:

Date: _____

(sign your name)

(print your name)

Subscribed and sworn to before me

this _____ day of _____, 20____.

Notary Public

Attorney-in-Fact: (*the Attorney-in-Fact does not have to sign in front of a notary*)

I accept the responsibilities of Attorney-in-Fact for _____.
(*child's name*)

Date: _____

(*Attorney-in-Fact signature*)

(*Attorney-in-Fact printed name*)