



## HOW TO GRANT AN ADVANCE DIRECTIVE IN THE STATE OF GUANAJUATO

1. To be considered valid, the law requires the notarization and registration of the advance directive at the health department of the State.

The applicant must provide de following information:

**COMPLETE NAME**

**NATIONALITY**

**PLACE OF BIRTH**

**DATE OF BIRTH**

**FATHER'S NAME**

**MOTHER'S NAME**

**CIVIL STATUS:**    **SINGLE**        **MARRIED BY CIVIL LAW**

**ADDRESS**

**TELEPHONE, CELL PHONE & EMAIL**

**PASSPORT**

**TEMPORAL RESIDENT NUMBER**

**PERMANENT RESIDENT CARD NUMBER**

2. The applicant must appoint at least one representative, whose obligations are:

- I. To verify the exact completion of the provisions established in the advance directive document.
- II. To verify changes and modifications performed by the signatory to the advance directive document, once s/he is aware of them.
- III. To defend the advance directive document both within and outside of court and make sure the decisions made by the grantor are respected and implemented.

The representative must be present at the time of notarizing the advance directive and provide the following relevant particulars:

**COMPLETE NAME**

**NATIONALITY**

**PLACE OF BIRTH**

**DATE OF BIRTH**

**FATHER'S NAME**

**MOTHER'S NAME**

**CIVIL STATUS:      SINGLE      MARRIED BY CIVIL LAW**

**ADDRESS**

**TELEPHONE, CELL PHONE & EMAIL**

**PASSPORT**

**TEMPORAL RESIDENT NUMBER**

**PERMANENT RESIDENT CARD NUMBER**



**3.** The petitioner must state his/her will in a clear and conclusive manner to the notary, who then creates the advance directive document, strictly adhering to the petitioner's directions.

The petitioner must be present along with the representatives who have accepted the responsibility to carry out his/her will contained in the advance directive document.

The advance directive document is signed by the petitioner, the notary, the representatives, and the interpreter, if one is required, stating the place, year, month, day, and hour that the document was issued.

The advance directive is considered completely valid from the moment it is signed.

The advance directive document is submitted into the system called UVA (*Unidad de Voluntad Anticipada*) within the next three days after being granted.



## LEGAL FEES AND SERVICES

### CONCEPT

#### LEGAL FEES:

1. First consultation to determine the scope of your advance directive.
2. Elaboration of the advance directive in accordance with the information provided by the client. The draft is provided in English for client approval.
3. After the client approves the draft, Prolegal San Miguel provides the Spanish version to the notary public who formalizes the advance directive.

NOTE: The client must handwrite the advance directive before the appointment at the notary's office.

4. The final notarized document in Spanish is read into English to the grantor to verify what he/she is signing.
5. Appointment coordination.

#### NOTARY FEES:

Please note that the client chooses the Notary public. Prolegal San Miguel attorneys will suggest notaries that we have worked with and who we consider reliable.

The notary public services includes:

1. Legal form of the advance directive.
2. Notary assistance.
3. Inscription of the last will and testament.

To request more information, contact us at:

[contact@prolegalsma.com](mailto:contact@prolegalsma.com) / 415.150.7576