

PARENTING PLAN MODIFICATION

1. Confidential Information
 - FL All Family 001
2. Summons: Notice about a Petition to Change a Parenting Plan, Res. Schedule, and/or Custody Order ○ FL Modify 600
3. Petition to Change a Parenting Plan, Residential Schedule or Custody Order
 - FL Modify 601
4. Parenting Plan ○ FL All Family 140
5. Motion for Adequate Cause Decision (to change a parenting/custody order) ○ FL Modify 603
6. Washington State Child Support Worksheet- <https://fortress.wa.gov/dshs/dcs/SSGen/Home> (ONLINE ASSISTANCE)
7. Declaration
 - FL All Family 135
8. Proof of Personal Service
 - FI All Family 101
9. Order on Adequate Cause to Change a Parenting/Custody Order ○ FL Modify 604
10. Final Order and Findings on Petition to Change a Parenting Plan, Residential Schedule or Custody Order ○ FL Modify 610
11. Child Support Order
 - FI All Family 130
12. Financial Declaration
 - FI All Family 131
13. Sealed Financial Source Documents (Cover Sheet)
 - FL All Family 011
14. Notice of Hearing of Motion Family Law Calendar
15. Family Law/Paternity Motion Status Report
16. GR 34 Waiver of Civil Filing Fee and Surcharges Instruction Sheet ○ Provided by the Clerk's Office (Room 300)

Final documents are provided to you on your Status Conference date, OR you can print final documents to fill out in advance.

The necessary final documents are listed on the checklists included in this packet.

Forms are from www.courts.wa.gov and packets are created by IELA staff.



**MINOR MODIFICATION OF
PARENTING PLAN
(Adjustment - Only Changes Visitation Schedule)**

SPOKANE COUNTY FAMILY COURT FACILITATOR: INSTRUCTION

Checklist of Steps to Complete:

_____ 1. Fill out the following papers completely and sign. Print clearly in black ink or type:

- () *Confidential Information (FL All Family 001)*
- () *Summons: Notice about Petition to Change a Parenting Plan, Residential Schedule, or Custody Order (FL Modify 600)*
- () *Petition to Change a Parenting Plan, Residential Schedule, or Custody Order (FL Modify 601)*
- () *Parenting Plan (Proposed) (FL All Family 140)*
- () *Declaration of (name) (FL All Family 135)*
- () *Motion for Adequate Cause Decision (to change a parenting/custody order) (FL Modify 603)*
- () *Notice of Hearing of Family Law Motion Calendar*
(<http://www.spokanecounty.org/DocumentCenter/Home/View/3627>)

The case number and caption box (names of parties) should be the same as the original dissolution or paternity action unless it is from another county or out of Washington State.

_____ 2. Choose your hearing date:

(You must schedule any hearings before the Commissioner assigned your case. To determine if your case has been assigned to a Court Commissioner and/or to determine which day your assigned Commissioner is scheduled to hear motions, please see the Court's web page:

<http://wa-spokanecounty.civicplus.com/DocumentCenter/View/4266>

or call the Superior Court Clerk's Office at 509-477-2211.)

Choose a hearing date which will allow the responding party appropriate time to respond: If the other parent is personally served in Washington, he/she has 20 days in which to respond. If the other parent is personally served outside of Washington, he/she has 60 days in which to respond.

If the other parent is served by certified mail, he/she has 90 days in which to respond. (Permission must be obtained from the Court to serve by mail.)

Make two (2) sets of copies of each of the above documents - one for you and one to be served on the other parent. File the original documents in the Clerk's Office - Room 300, Third Floor of the Courthouse, between the hours of 8:30 a.m. – 12:00 noon and 1:00 p.m. – 4:00 p.m., Monday through Friday. You will be charged a filing fee of \$56 for modification of an order from Spokane County, and \$310 for modification of an order from outside of Spokane County or outside of Washington State.

NOTE: If you are attempting to modify an out of county or out of state order, you will need to obtain a certified copy of the parenting plan from the originating county.

_____ 3. Serve other parent with copies of documents:

THE PERSON WHO SERVES THE OTHER PARENT MUST BE SOMEONE OTHER THAN YOU, OVER THE AGE OF 18 YEARS. That person must complete the *Proof of Personal Service*, sign it and give it back to you. Make one copy for your records and FILE THE ORIGINAL WITH THE CLERK'S OFFICE, Room 300 of the Spokane County Courthouse, between the hours of 8:30 a.m., - 12:00 noon and 1:00 p.m., - 4:00 p.m., Monday through Friday.

_____ 4. The party seeking Adequate Cause must call in the case as "ready," **three court days** prior to the hearing, using the Family Law Coordinator's Office main line of 509-477-5702 extension 0, or by emailing familylaw@spokanecounty.org, and provide a copy of the signed mandatory local form Family Law/Paternity Motion Status Report.

<https://www.spokanecounty.org/DocumentCenter/View/3675/Family-Law-Paternity-Motion-Status-Report-PDF>

Please see the court's local rules:

<https://www.spokanecounty.org/DocumentCenter/View/34440/2020-Local-Court-Rules-Effective-912020?bidId>

_____ 5. Attend your scheduled hearing for Adequate Cause.

Be prepared to tell the Court why the change in the parenting plan is necessary and why it is in the child(ren)'s best interest to adopt a new parenting plan/residential schedule.

If you are participating in the hearing via Zoom, instructions can be found on the Superior Court's website at:

<https://www.spokanecounty.org/DocumentCenter/View/33364/Participant-Instructions-for-Zoom---Family-Law>

After the hearing, complete the *Order on Adequate Cause to Change a Parenting/Custody Order (FL Modify 604)* and follow the judicial officer's instructions on submitting the order.

If an agreement on the modification cannot be reached, you must schedule your case for a final modification hearing.

To do this, obtain the *Motion to Finalize Minor Modification*:

<http://www.spokanecounty.org/DocumentCenter/Home/View/8951>

along with a *Notice of Hearing on Family Law Calendar*:

(<http://www.spokanecounty.org/DocumentCenter/Home/View/3627>) .

You must choose a date that is appropriate for your matter according to your assigned Commissioner's docket day. The date must be at least 14 days from the date of service on the other party, not including the date of service.

_____ 6. Trial:

On the day scheduled for trial, go to the assigned Courtroom. Bring your proposed final *Parenting Plan (FL All Family 140)* and *Final Order and Findings on Petition to Change a Parenting Plan, Residential Schedule, or Custody Order (FL Modify 610)*, and the *JIS Coversheet* (Spokane County form), as well as all the documents you and the opposing parent filed, for reference.

A T T E N T I O N

****At the time you present your proposed final parenting plan to a Judge or Court Commissioner for signature, a new law now requires them to run a background check on both parents. If that background check includes matters that could put children at risk of harm, the judicial officer may ask you or the other parent to explain and answer questions about your background record. In most cases you can probably satisfy the judicial officer conducting the review that your children are not at risk and he/she will finalize your parenting plan the way you prepared it. In some cases, you may be asked to bring in additional documents or the court may appoint a Guardian ad Litem to make a more in-depth investigation and report back to the court at a later date. If this happens, the case will remain open and the proposed parenting plan will not be approved until you have brought in the necessary paperwork or the independent investigation has been completed and all necessary safeguards to protect your children are in place.**

NOTE: All the above-mentioned forms can be found on the Washington State Court website: www.courts.wa.gov/forms.

The Family Court Facilitator, Room 200, Family Law Center, is available to review your documents and answer procedural questions. It is recommended you have all documents reviewed before filing and presenting to the court.

**MAJOR MODIFICATION OF PARENTING
PLAN/RESIDENTIAL SCHEDULE**
(Changes the parent with whom the child(ren) reside)

SPOKANE COUNTY FAMILY COURT FACILITATOR

Checklist of Steps to Complete:

_____ 1. Fill out the following papers completely and sign. Print clearly in black ink or type:

- () *Confidential Information (FL All Family 001)*
- () *Summons: Notice about Petition to Change a Parenting Plan, Residential Schedule, or Custody Order (FL Modify 600)*
- () *Petition to Change a Parenting Plan, Residential Schedule, or Custody Order (FL Modify 601)*
- () *Parenting Plan (Proposed) (FL All Family 140)*
- () *Declaration of (name) (FL All Family 135)*
- () *Motion for Adequate Cause Decision (to change a parenting/custody order) (FL Modify 603)*
- () *Child Support Worksheets (WSCSS-WORKSHEETS)*
<https://fortress.wa.gov/dshs/dcs/SSGen/Home>
- () *Notice of Hearing of Family Law Motion Calendar*
<http://www.spokanecounty.org/DocumentCenter/Home/View/3627>

The case number and caption box (names of parties) should be the same as the original dissolution or paternity action unless it is from another county or outside of Washington State.

_____ 2. Choose your hearing date:

(You must schedule any hearings before the Commissioner assigned your case. To determine if your case has been assigned to a Court Commissioner and/or to determine which day your assigned Commissioner is scheduled to hear motions, please see the Court's web page:

<http://wa-spokanecounty.civicplus.com/DocumentCenter/View/4266>

OR call the Superior Court Clerk's Office at 509-477-2211.)

Choose a hearing date which will allow the responding party appropriate time to respond: If the other parent is personally served in Washington, he/she has **20** days in which to respond. If the other parent is personally served outside of Washington, he/she has **60** days in which to respond.

If the other parent is served by certified mail, he/she has **90** days in which to respond. (*Permission must be obtained from the Court to serve by mail.*)

Make two (2) sets of copies of each of the above documents - one for you and one to be served on the other parent. File the original documents in the Clerk's Office - Room 300, Third Floor of the Courthouse, between the hours of 8:30 a.m. – 4:00 p.m., Monday through Friday. You will be charged a filing fee of \$56 for modification of an order from Spokane County, and \$310 for modification of an order from outside of Spokane County or outside of Washington State.

NOTE: If you are attempting to modify an out of county or out of state order, you will need to obtain a certified copy of the parenting plan from the originating county.

_____ 3. Serve other parent with copies of documents:

THE PERSON WHO SERVES THE OTHER PARENT MUST BE SOMEONE OTHER THAN YOU, OVER THE AGE OF 18 YEARS. That person must complete the *Proof of Personal Service*, sign it and give it back to you. Make one copy for your records and **FILE THE ORIGINAL WITH THE CLERK'S OFFICE**, Room 300 of the Spokane County Courthouse, between the hours of 8:30 a.m. - 4:00 p.m., Monday through Friday.

_____ 4. **The party seeking Adequate Cause must confirm the case as "ready,"** by 4pm., **three court days** prior to the hearing, using the Family Law Coordinator's Office main line of 509-477-5702 extension 0, or by emailing familylaw@spokanecounty.org , and provide a copy of the signed mandatory local form Family Law/Paternity Motion Status Report.

<https://www.spokanecounty.org/DocumentCenter/View/3675/Family-Law-Paternity-Motion-Status-Report-PDF>

Please see the court's local rules:

<https://www.spokanecounty.org/DocumentCenter/View/34440/2020-Local-Court-Rules-Effective-912020?bidId>

_____ 5. Attend your scheduled hearing for Adequate Cause.

Be prepared to tell the Court why the change in the parenting plan is necessary and why it is in the child(ren)'s best interest to adopt a new parenting plan/residential schedule.

If you are participating in the hearing via Zoom, instructions can be found on the Superior Court's website at:

<https://www.spokanecounty.org/DocumentCenter/View/33364/Participant-Instructions-for-Zoom---Family-Law>

After the hearing, complete the *Order on Adequate Cause to Change a Parenting/Custody Order (FL Modify 604)* and follow the judicial officer's instructions on submitting the order.

After the *Order on Adequate Cause* has been signed, deliver a copy of the *Order on Adequate Cause to Change a Parenting/Custody Order*, to the Family Law Coordinator, Room 200. Your case will then be assigned to a trial judge. Notice of your Status Conference date will be mailed to you from the trial department.

If the other party has not responded within the timeframe allowed, fill out the following forms:

- () Motion for Default (**FL All Family 161**)
- () Order on Motion for Default (**FL All Family 162**)
(Default means papers were served on opposing party but there is no response.)
- () Parenting Plan (**FL All Family 140**)
- () Child Support Worksheets (**WSCSS-WORKSHEETS**)
(<https://fortress.wa.gov/dshs/dcs/SSGen/Home>)
- () Child Support Order (**FL All Family 130**)
- () Final Order and Findings on Petition to Change a Parenting Plan, Residential Schedule or Custody Order (**FL Modify 610**)
- () JIS cover sheet (Spokane County form) (Take the completed JIS coversheet to room 200 two business days prior to your appearance in Ex Parte to finalize your parenting plan modification. The background checks will be run by court staff and delivered to the Ex Parte court. **)

<https://www.spokanecounty.org/DocumentCenter/View/3665/JIS-Cover-Sheet-PDF>

Take the documents to the Ex Parte Courtroom 202, open Monday from 10:30 a.m. – 12:00 p.m. and 1:30 p.m. – 4:00 p.m. or Wednesday and Friday, 9:00 a.m. to 12:00 p.m. and 1:30 p.m. to 4:00 p.m, Bring the original and all copies of the final documents with you.

Note: If the other party does not respond, the Final Order and Findings on Petition to Change a Parenting Plan, Residential Schedule or Custody Order cannot change any items from what was requested in the Petition to Change a Parenting Plan, as well as the Parenting Plan and Child Support Worksheets. What you asked for in the Petition to Change a Parenting Plan, Parenting Plan and Child Support Worksheets is what you will get.

A T T E N T I O N

****At the time you present your proposed final parenting plan to a Judge or Court Commissioner for signature, a new law now requires them to run a background check on both parents. If that background check includes matters that could put children at risk of harm, the judicial officer may ask you or the other parent to explain and answer questions about your background record. In most cases you can probably satisfy the judicial officer conducting the review that your children are not at risk and he/she will finalize your parenting plan the way you prepared it. In some cases, you may be asked to bring in additional documents or the court may appoint a Guardian ad Litem to make a more in-depth investigation and report back to the court at a later date. If this happens, the case will remain open and the proposed parenting plan will not be approved until you have brought in the necessary paperwork or the independent investigation has been completed and all necessary safeguards to protect your children are in place.**

NOTE: All the above-mentioned forms can be found on the Washington State Court website: www.courts.wa.gov/forms.

The Family Court Facilitator, Room 200, Family Law Center, is available to [review your documents](#) and answer procedural questions. It is recommended you have all documents reviewed before filing and presenting to the court.

Confidential Information (CIF)

**Clerk: Do not file in a public
access file**

Superior Court of Washington,

County: _____

Case No.: _____

Important! Only court staff and some state agencies may see this form. The other party and their lawyer may **not** see this form unless a court order allows it. State agencies may disclose the information in this form according to their own rules.

1. Who is completing this form? (Name): _____
2. Is there a current restraining or protection order involving the parties or children? No Yes. If yes, who does the order protect? (Name/s): _____
3. Does your address information need to be confidential to protect your or your children's health, safety, or liberty? (Check one): No Yes
If yes, explain why? _____
4. **Your Information** - This person is a (check one): Petitioner Respondent
Interpreter needed? No Yes, language: _____

Full name (first, middle, last):		Date of birth (MM/DD/YYYY):	Sex:
Driver's license/Identicard (No., state):	Race:	Relationship to children in this case:	
Mailing address (This address will not be kept private.) (street address or P.O. box, city, state, zip):			
Email:		Phone:	

Home address (check one): <input type="checkbox"/> same as mailing address <input type="checkbox"/> listed below (street, city, state, zip):	
Social Sec. No.:	
Employer's name:	Employer's phone:
Employer's address:	

5. **Other Party's Information** - This person is a (check one): Petitioner Respondent
Interpreter needed? No Yes, language: _____

Full name (first, middle, last):		Date of birth (MM/DD/YYYY):	Sex:
Driver's license/Identicard (No., state):	Race:	Relationship to children in this case:	
Mailing address (This address will not be kept private.) (street address or PO box, city, state, zip):			
Email:		Phone:	

Home address (<i>check one</i>): <input type="checkbox"/> same as mailing address <input type="checkbox"/> listed below (<i>street, city, state, zip</i>):	
Social Sec. No.:	
Employer's name:	Employer's phone:
Employer's address:	

➤ **Skip sections 6–9 if your case does not involve children. Sign at the end.**

6. Children's Information

Child's full name (<i>first, middle, last</i>)	Date of birth (<i>MM/DD/YYYY</i>)	Race	Sex	Soc. Sec. No.	Current location: lives with
1.					<input type="checkbox"/> You <input type="checkbox"/> other party: _____
2.					<input type="checkbox"/> You <input type="checkbox"/> other party: _____
3.					<input type="checkbox"/> You <input type="checkbox"/> other party: _____
4.					<input type="checkbox"/> You <input type="checkbox"/> other party: _____

7. Have the children lived with anyone other than you or the other party during the last 5 years? (*Check one*): No Yes. If **yes**, fill out below:

Children lived with (<i>name</i>)	That person's current address
1.	
2.	

8. Do other people (not parents) have custody or visitation rights to the children? (*Check one*): No Yes. If **yes**, fill out below:

Person with rights (<i>name</i>)	That person's current address
1.	
2.	

I declare under penalty of perjury under Washington State law that the information on this form about me is true. The information about the other party is the best information I have or is unavailable because (*explain*): _____

Check here if you need more space to list other petitioners, respondents, or children. Put that information on the *Attachment to Confidential Information*, form FL All Family 002, and attach it to this form.

Signed at (*city and state*): _____ Date: _____

▶

Petitioner/Respondent signs here

Print name here

Superior Court of Washington, County of _____

In re:

Petitioner/s (as listed on the Petition):

And Respondent/s (as listed on the Petition):

No. _____

Summons: Notice about Changing a Parenting Plan or Custody Order
(SM)

Summons: Notice about Petition to Change a Parenting Plan or Custody Order

To: _____
(name/s of the party/parties who did **not** file this Summons and Petition)

Important! The person filing this Summons **must** complete the address boxes below. If the person filing this Summons does not give a service address and the court's address, **this Summons will be invalid.**

Person filing this Summons Lawyer (name):

Address for Service: (This does **not** have to be a home address.)

You may **only** serve by email if an email address is provided below or the person filing this Summons otherwise agrees in writing. See *All Civil 006 Agreement re: Service by Email*.

Email (optional) – The person filing this Summons agrees to accept service of legal papers for this case at this email address: _____

Superior Court of Washington, County of _____

Court's Address:

The person filing this *Summons* and *Petition* asked the court to change a *Parenting Plan*, *Residential Schedule*, or custody order. You must respond in writing for the court to consider your side.

Deadline! Your *Response* must be served on the other party within **20 days** of the date you were served this *Summons* (60 days if you were served outside of Washington State or in a jail, detention, or prison facility). If the case has been filed in court, you must also file your *Response* by the same deadline.

If you do not file and serve your *Response* or a *Notice of Appearance* by the deadline:

- No one has to notify you about other hearings in this case, and
- The court may approve the requests in the *Petition* without hearing your side. (This is called a *default judgment*.)

Lawyer not required. It is a good idea to talk to a lawyer, but you may file and serve your *Response* without one.

Follow these steps:

1. **Read** the *Petition* and any other documents you receive with this *Summons*. These documents explain what the other party is asking for.
2. **Fill out** the *Response to Petition to Change a Parenting Plan or Residential Schedule* (FL Modify 602).

You can get the *Response* and other forms at:

- The Washington State Courts' website: www.courts.wa.gov/forms
 - Washington LawHelp: www.washingtonlawhelp.org, or
 - The Superior Court Clerk's office or county law library (for a fee).
3. **Serve** (give) a copy of your *Response* to the person who filed this *Summons* at their service address listed on page 1.
 4. **File** your original *Response* with the clerk of the court at the court's filing address listed on page 1.
 5. Adequate Cause: **Before the court will have a full hearing or trial about the *Petition*, one of the parties must ask the court to decide whether there are valid reasons to allow the case to move forward (adequate cause). If there are no valid reasons, the court will dismiss the *Petition*. Either party can file a *Motion for Adequate Cause Decision* (form FL Modify 603).**

Signature of person filing this *Summons* or lawyer

Date

Print name of person filing this *Summons* or lawyer and WSBA No.

If there is no "Case No." listed on page 1, this case may not have been filed and you will not be able to file a *Response*. Contact the Superior Court Clerk or check www.courts.wa.gov to find out.
If the case was not filed, you must still serve your *Response*, and you may demand that the other party file this case with the court. Your demand must be in writing and must be served on the other party or their lawyer (whoever signed this *Summons*). If the other party does not file papers for this case within 14 days of being served with your demand, this service on you of the *Summons* and *Petition* will not be valid. If the other party does file, then you must file your original *Response* with the court clerk at the address above.
This summons is issued pursuant to RCW 4.28.180 and Superior Court Civil Rule 4.1 of the State of Washington.

Superior Court of Washington, County of _____

In re:

Petitioner/s (see * below):

And Respondent/s (other party/parties):

No. _____

**Petition to Change a Parenting Plan or
Other Custody Order**
(PTMD)

Petition to Change a Parenting Plan or Other Custody Order

**If you're filing this Petition in:*

- *the **same** case number as the current parenting/custody order, the person who is listed as the Petitioner in the current order will stay Petitioner, even if they are not the person asking for the change now.*
- *a **different** case number or county from where the current parenting/custody order was issued, the person asking for the change may be the Petitioner.*

To modify a parenting/custody order from a sealed Parentage case, contact the Superior Court Clerk's office about who to list as Petitioner and if there is a new case number.

*Do **not** use this form if you want to terminate or change a non-parent custody order. Instead use form GDN M 502.*

*Do **not** use this form to change a **temporary order**. Instead use form FL Divorce 223, FL Parentage 323, or FL Modify 623.*

1. Who is asking to change the parenting/custody order?

(Name): _____

I live in (county): _____ (state): _____

2. Who is the other parent involved in this case?

(Name): _____

who lives in (county): _____ (state): _____

3. Who are the children involved in this case?

Child's name	Age	Child's name	Age
1.		2.	
3.		4.	
5.		6.	

-
-
- the children's current living situation is harmful to their physical, mental, or emotional health. It would be better for the children if the order is changed.

Explain: _____

-
-
-
- the other parent has not followed the court's order. A court found they are in contempt for disobeying the parenting schedule more than once in 3 years, or they are guilty of custodial interference in the first or second degree. (RCW 9A.40.060 or 9A.40.070)

Explain: _____

Include any limitations requested under RCW 26.09.191 in your proposed *Parenting Plan*.

7. Request for minor change (RCW 26.09.260(5), (7), and (9)).

- No request.
- I ask the court to adjust the parenting schedule, but **not** change the person the child lives with most of the time. The situation of the children or a parent has changed substantially.

Reason for minor change (check all that apply):

Note – Your reasons must be based on information that you learned about **after** the current parenting/custody order was issued, or if the order was uncontested (issued by default or agreement), your reasons may be based on information that was unknown to the court when the order was issued.

- the current parenting/custody order is difficult to follow because the parent who has less residential time with the children has moved.
- the current parenting/custody order is difficult to follow because one parent's work schedule changed and the change was not by their choice.
- the requested change will affect the children's schedule on fewer than 25 full days a year.
- the requested change will impact the children's schedule on more than 24 full days, but fewer than 90 overnights a year. This change is needed because the current parenting/custody order does not give the children a reasonable

amount of time with one parent and it's in the children's best interest to have more than 24 full days of increased time with that parent.

Are there any limitations on the parent whose time would be increased?

- No.** The current parenting/custody order does **not** limit that parent's time with the children because of abandonment, abuse, domestic violence, sex offense, or other serious problems.
- Yes.** That parent's time with the children is limited because of problems listed in the current parenting/custody order. I ask the court to allow that parent more parenting time with the children because the problems that caused the limitations have changed substantially.

Explain: _____

Has the parent whose time would be increased completed any required evaluations, treatment, or classes?

- Does not apply.** The current parenting/custody order does **not** require that parent to complete any evaluations, treatment, or classes.
- Yes.** That parent has completed all court-ordered evaluations, treatment, or classes.

List completed evaluations, treatment, or classes here: _____

8. Request for restrictions on the parent with less parenting time (RCW 26.09.260(4) and (8)).

- No request.
- Limit** – The children already live with me the majority of the time. To protect the children, I ask the court to limit the other parent's parenting time and participation. The reasons for limitation are listed in my proposed *Parenting Plan*. (RCW 26.09.260(4))
- Adjust** – The other parent is allowed some parenting time in the current parenting/custody order. But that parent has chosen not to spend any of their parenting time with the children for at least 1 year. I ask the court to adjust the parenting time for the other parent as shown in my proposed *Parenting Plan*. (RCW 26.09.260(8))

9. Request for other changes (RCW 26.09.260(10)).

- No request.
- Because of a substantial change in one parent's/child's situation, I ask the court to adjust the following (*check all that apply*):
 - dispute resolution
 - decision-making

transportation arrangements

other (specify): _____

Explain: _____

10. Child Support (RCW 26.09.170).

No request. I am not asking the court to adjust or change child support.

My request to change the parenting schedule affects child support because:

- I'm asking to change the parent the children live with most of the time, or
- I'm asking for a substantial change in the amount of time the children spend with the parent who pays child support.

If the court makes my requested changes, I also ask the court to set or change child support. I will file a *Financial Declaration* and proposed *Child Support Worksheets*.

Warning! If the court does not change the parenting/custody order, your request to change child support may be denied. If you have other reasons to change child support, you may file separate forms to make that request (use form FL Modify 501 or 521).

11. Protection Order

Do you want the court to issue a Protection Order as part of the final orders in this case?

No. I do not want a *Protection Order*.

Yes. (You must file a *Petition for Protection Order*, form P 001. You may file your *Petition for Protection Order* using the same case number assigned to this case.)

Important! If you need protection **now**, ask the court clerk about getting a *Temporary Protection Order*.

There already is a *Protection Order* between (name): _____
_____ **and me.**

Court that issued the order: _____

Case number: _____

Expiration date: _____

12. Restraining Order

Do you want the court to issue a Restraining Order as part of the final orders in this case?

No. (Skip to 13.)

Yes. (Check the type of orders you want):

Do not disturb – Order (name/s) _____
not to disturb my peace or the peace of any child listed in 3.

Stay away – Order (name/s) _____ not
to go onto the grounds of or enter my home, workplace, vehicle, or school, or the
daycare or school of any child listed in 3.

Also, not knowingly to go or stay within ____ feet of my home, workplace, vehicle, or school, or the daycare or school of any child listed in **3**.

Do not hurt or threaten – Order (*name/s*) _____:

- Not to assault, harass, stalk, or molest me or any child listed in **3**; and
- Not to use, try to use, or threaten to use physical force against me or the children that would reasonably be expected to cause bodily injury.

Warning! If the court makes this order, the court must consider if weapons restrictions are required by state law; federal law may also prohibit the Restrained Person from possessing firearms or ammunition.

Prohibit weapons and order surrender – Order (*name/s*) _____:

- Not to access, possess, or obtain any firearms, other dangerous weapons, or concealed pistol licenses until the Order ends, and
- To immediately surrender any firearms, other dangerous weapons, and any concealed pistol licenses that they possess to (*check one*): the police chief or sheriff. their lawyer. other person (*name*): _____.

Other restraining orders: _____

Important! If you want a restraining order **now**, you must file a Motion for Temporary Family Law Order and Restraining Order or a Motion for Immediate Restraining Order (*Ex Parte*).

13. Children’s Home/s

During the past 5 years have any of the children lived:

- on an Indian reservation,
- outside Washington state,
- in a foreign country, or
- with anyone who is not a party to this case?

No. (*Skip to 14.*)

Yes. (*Fill out below to show where each child has lived during the last 5 years.*)

Dates	Children	Lived with	In which state, Indian reservation, or foreign country
From: To:	<input type="checkbox"/> All children <input type="checkbox"/> (<i>Name/s</i>):	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Other (<i>name</i>):	
From: To:	<input type="checkbox"/> All children <input type="checkbox"/> (<i>Name/s</i>):	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Other (<i>name</i>):	
From: To:	<input type="checkbox"/> All children <input type="checkbox"/> (<i>Name/s</i>):	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Other (<i>name</i>):	
From: To:	<input type="checkbox"/> All children <input type="checkbox"/> (<i>Name/s</i>):	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Other (<i>name</i>):	

Dates	Children	Lived with	In which state, Indian reservation, or foreign country
From: To:	<input type="checkbox"/> All children <input type="checkbox"/> (Name/s):	<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent <input type="checkbox"/> Other (name):	

14. Other people with a legal right to spend time with a child

Do you know of anyone besides the Petitioner and Respondent who has or claims to have a legal right to spend time with a child?

(Check one): No. (Skip to 15.) Yes. (Fill out below.)

Name of person	Children this person may have the right to spend time with
	<input type="checkbox"/> All children <input type="checkbox"/> (Name/s):
	<input type="checkbox"/> All children <input type="checkbox"/> (Name/s):

15. Other court cases involving a child

Do you know of any court cases involving any of the children?

(Check one): No. (Skip to 16.) Yes. (Fill out below.)

Kind of case (Family Law, Criminal, Protection Order, Juvenile, Dependency, Other)	County and State	Case number and year	Children
			<input type="checkbox"/> All children <input type="checkbox"/> (Name/s):
			<input type="checkbox"/> All children <input type="checkbox"/> (Name/s):
			<input type="checkbox"/> All children <input type="checkbox"/> (Name/s):

16. Jurisdiction over children (RCW 26.27.201–.231, .261, .271)

The court can change a parenting/custody order for the children because (check all that apply; if a box applies to all of the children, you may write “the children” instead of listing names):

Washington order/exclusive, continuing jurisdiction – The parenting plan/custody order I want to change was made by a Washington state court, and the court still has authority to make orders for (children’s names): _____

Other state’s order – The parenting/custody order I want to change was not made by a Washington state court **AND** (check one):

- A court in the state (or tribe) that made the parenting/custody order has made another order saying that it no longer has jurisdiction **or** that it is better to have this case decided in Washington;
- No child, parent, or person acting as a parent still lives in the state (or tribal reservation) that made the order;

AND (check one):

- Home state jurisdiction** – Washington is the children’s home state because (*check all that apply*):
 - (*Children’s names*): _____ lived in Washington with a parent or someone acting as a parent for at least the 6 months just before this case was filed or, if the children are less than 6 months old, they have lived in Washington with a parent or someone acting as a parent since birth.
 - There were times the children were not in Washington in the 6 months just before this case was filed (or since birth if they are less than 6 months old), but those were temporary absences.
 - (*Children’s names*): _____ do not live in Washington right now, but Washington was the children’s home state sometime in the 6 months just before this case was filed, and a parent or someone acting as a parent of the children still lives in Washington.
 - (*Children’s names*): _____ do not have another home state.
- No home state or home state declined** – No court of any other state (or tribe) has the jurisdiction to make decisions for (*children’s names*) _____ **or** a court in the children’s home state (or tribe) decided it is better to have this case in Washington, **and**:
 - The children and a parent or someone acting as a parent have ties to Washington beyond just living here (significant connection); **and**
 - There is a lot of information (substantial evidence) about the children’s care, protection, education, and relationships in this state.
- Temporary emergency jurisdiction** – The parenting/custody order I want to change was **not** made by a Washington state court. A Washington court can make decisions for (*children’s names*): _____ because the children are in this state now **and** were abandoned here **or** need emergency protection because the children (or the children’s parent or sibling) were abused or threatened with abuse. Washington should take temporary emergency jurisdiction over the children until the Petitioner can get a court order from the state (or tribe) that made the original parenting/custody order.
- Other reason (*specify*): _____

17. Summary of requests

I ask the court to find that I have valid reasons for my *Petition* (adequate cause), and to approve the following orders (*check all that apply*):

- my proposed *Parenting Plan*
- my proposed *Child Support Order* setting or changing child support according to my proposed plan or schedule
- Protection Order or Restraining Order*
- other (*specify*): _____

Person filing this *Petition* fills out below:

I declare under penalty of perjury under the laws of the State of Washington that the facts I have provided on this form (including any attachments) are true. I have attached (#): _____ pages.

Signed at (*city and state*): _____ Date: _____



Person filing Petition signs here *Print name*

Lawyer (if any) for person filing this *Petition* fills out below:



Lawyer signs here *Print name and WSBA No.* *Date*

Warning! Documents filed with the court are available for anyone to see unless they are sealed. Financial, medical, and confidential reports, as described in General Rule 22, **must** be sealed so they can only be seen by the court, the other parties, and the lawyers in your case. Seal those documents by filing them separately, using a *Sealed* cover sheet (form FL All Family 011, 012, or 013). You may ask for an order to seal other documents.

The other parent fills out below if they agree to join this *Petition*:

I, (*name*): _____, agree to join this *Petition*. I understand that if I fill out and sign below, the court may approve the requests listed in this *Petition* including the proposed *Parenting Plan* unless I file and serve a *Response* before the court signs final orders. (*Check one*):

- I do not need to be notified about the court's hearings or decisions in this case.
- The person who filed this *Petition* must notify me about any hearings in this case. (*List an address where you agree to accept legal documents. This may be a lawyer's address or any other address.*)

Street Number or PO Box *City* *State* *Zip*

(*If this address changes before the case ends, you **must** notify all parties and the court clerk in writing. You may use the Notice of Address Change form (FL All Family 120). You must also update your Confidential Information Form (FL All Family 001) if this case involves parentage or child support.*)



Person joining Petition signs here *Print name* *Date*

Email: _____

Superior Court of Washington, County of _____

In re:

Petitioner/s (*person/s who started this case*):

And Respondent/s (*other party/parties*):

No. _____

Parenting Plan
(PPP/PPT/PP)

Clerk's Action Required: 1

Parenting Plan

1. This parenting plan is a (*check one*):
- Proposal** (request) by a parent (*name/s*): _____
It is not a signed court order. (PPP)
 - Court order** signed by a judge or commissioner. This is a (*check one*):
 - Temporary order. (PPT)
 - Final order. (PP)
 - This final parenting plan changes the last final parenting plan.

2. **Children** – This parenting plan is for the following children:

Child's name	Age	Child's name	Age
1.		2.	
3.		4.	
5.		6.	

3. **Limitations on a parent** (under RCW 26.09.191 or .192)
- a. **Abandonment by a parent, or child abuse, domestic violence, or assault by a parent or a person living with a parent.** (*Check one.*)
 - Neither parent (or person living with a parent) has any of these problems. (*Skip to 3.b.*)
 - A parent, or person living with a parent, has one or more of these problems.
(*Complete Attachment A.*)

b. Other problems that may harm the children’s best interests or interfere with the performance of parenting functions. These problems could include neglect, emotional or physical problems, substance abuse, lack of emotional ties, abusive use of conflict, withholding the child, or other problems. (*Check one.*)

Neither parent has any of these problems. (*Skip to 3.c.*)

A parent has one or more of these problems. (*Complete Attachment A.*)

c. Sex offense or sexual abuse of a child including abuse by a parent or a person living with a parent. (*Check one.*)

Neither parent (or person living with a parent) has any of these problems. (*Skip to 4.*)

A parent, or person living with a parent, has one or more of these problems. (*Complete Attachments A and B.*)

If no limitations apply in 3.a., 3.b., or 3.c., remove and don’t complete Attachments A, B, and C.

4. Custodian

The custodian is (*name*): _____ solely for the purpose of all state and federal statutes which require a designation or determination of custody. Even though one parent is called the custodian, this does not change the parenting rights and responsibilities described in this plan.

Washington law generally refers to parenting time and decision-making, rather than custody. However, some state and federal laws require that one person be named the custodian. The custodian is the person with whom the children are scheduled to reside a majority of their time.

5. Parenting Time Schedule Attachments (Residential Provisions)

Important! You must include at least one of **Attachments R, A, or B** to this plan. The schedule for where your children will spend time is in the attachments. The court should **not** sign a parenting plan without at least one of these attachments.

The court orders the parenting time in (*check only one*):

Residential Schedule as described in **Attachment R**.

No contact or limited schedule only. The children live with (*name*): _____. Contact with the other parent is described in (*check one*):

Attachment A.

Attachment B.

6. Decision-making

When the children are with you, you are responsible for them. You can make day-to-day decisions for the children when they are with you, including decisions about safety and emergency healthcare.

Major decisions must be made as follows (*check one*):

As described in **Attachment A.** (*Skip to 7.*)

As ordered below. (*Complete 6.a. and 6.b.*)

a. Who can make major decisions about the children?

Type of Major Decision	Joint (parents make these decisions together)	Limited (only the parent named below has authority to make these decisions)
School/Educational	[]	[] (Name):
Healthcare (not emergency)	[]	[] (Name):
Other:	[]	[] (Name):
Other:	[]	[] (Name):
Other:	[]	[] (Name):

Important! Parenting involves decision-making in many areas. If you believe there are other decisions that are important to your family, list them under "Other" above. Some examples include: extracurricular activities, international travel, cell phones, driver's licenses, tattoos, and haircuts.

b. Reasons for limits on major decision-making, if any:

- There are no reasons to limit major decision-making.
- Major decision-making **should** be limited because (check all that apply):
 - Both parents are against shared decision-making.
 - One of the parents does not want to share decision-making and this is reasonable because of:
 - the history of each parent's participation in decision-making.
 - the parents' ability and desire to cooperate with each other in decision-making.
 - the distance between the parents' homes makes it hard to make timely decisions together.

7. Dispute Resolution

Important! After this parenting plan is signed by a judge or commissioner, if you and the other parent disagree about shared decisions or what parts of this plan mean, the court may require you to use a dispute resolution provider before going back to court. If a dispute resolution provider is checked below, the parents may, and sometimes must, use this provider before filing a Petition to Change a Parenting Plan or a Motion for Contempt for not following the plan. Check your county's Local Court Rules.

Dispute resolution must occur as follows (check one):

- As described in **Attachment A**. (Skip to 8.)
- As ordered below. (Complete 7.a. and 7.b.)

a. The parents will go to (check one):

- The dispute resolution provider below (before they may go to court):
 - Mediation (mediator or agency name): _____
 - Arbitration (arbitrator or agency name): _____

Counseling (*counselor or agency name*): _____

If a dispute resolution provider is not named above or if the named provider is no longer available, the parents may agree on a provider or ask the court to name one.

Important! Unless there is an emergency, the parents must participate in the dispute resolution process listed above in good faith, before going to court for disagreements about joint decisions or what parts of this plan mean. This section does **not** apply to disagreements about money or support.

Court (without having to go to mediation, arbitration, or counseling).
(If you check this box, skip to **8** below and do not fill out **7.b.**)

b. If mediation, arbitration, or counseling is required, one parent must notify the other parent by (*check one*): certified mail other (*specify*): _____.

The parents will pay for the mediation, arbitration, or counseling services as follows (*check one*):

(*Name*): _____ will pay _____ %,

(*Name*): _____ will pay _____ %.

based on each parents' Proportional Share of Income (percentage) from line 6 of the *Child Support Worksheet*.

as decided through the dispute resolution process.

What to expect in the dispute resolution process:

- Preference shall be given to carrying out the parenting plan.
- If you reach an agreement, it must be put into writing, signed, and both parents must get a copy.
- If the court finds that you have used or frustrated the dispute resolution process without a good reason, the court can order you to pay financial sanctions (penalties) including the other parent's legal fees.
- You may go back to court if the dispute resolution process doesn't solve the disagreement or if you disagree with the arbitrator's decision.

8. Transportation Arrangements

Does not apply. **Attachment A** or **B** provides for no residential time.

The children will be exchanged for parenting time (picked up and dropped off) at:

each parent's home

school or daycare, when in session

other location (*specify*): _____

Who is responsible for arranging transportation?

The **picking up** parent – The parent who is about to **start** parenting time with the children must arrange to have the children picked up.

[] The **dropping off** parent – The parent whose parenting time is **ending** must arrange to have the children dropped off.

Other details (if any): _____

9. Moving with the Children (Relocation)

Anyone with majority or substantially equal residential time (at least 45 percent) who wants to move with the children **must notify** every other person who has court-ordered time with the children.

Move to a different school district

If the move is to a different school district, the relocating person must complete the form *Notice of Intent to Move with Children* (FL Relocate 701) and deliver it at least **60 days** before the intended move.

Exceptions:

- If the relocating person could not reasonably have known enough information to complete the form in time to give 60 days' notice, they must give notice within **5 days** after learning the information.
- If the relocating person is relocating to a domestic violence shelter or moving to avoid a clear, immediate, and unreasonable risk to health or safety, notice may be delayed **21 days**.
- If information is protected under a court order or the address confidentiality program, it may be withheld from the notice.
- A relocating person who believes that giving notice would put themselves or a child at unreasonable risk of harm, may ask the court for permission to leave things out of the notice or to be allowed to move without giving notice. Use form *Motion to Limit Notice of Intent to Move with Children (Ex Parte)* (FL Relocate 702).

The *Notice of Intent to Move with Children* can be delivered by having someone personally serve the other party or by any form of mail that requires a return receipt.

If the relocating person wants to change the *Parenting Plan* because of the move, they must deliver a proposed *Parenting Plan* together with the *Notice*.

Move within the same school district

If the move is within the *same* school district, the relocating person still has to let the other parent know. However, the notice does not have to be served personally or by mail with a return receipt. Notice to the other party can be made in any reasonable way. No specific form is required.

Warning! If you do not notify...

A relocating person who does not give the required notice may be found in contempt of court. If that happens, the court can impose sanctions. Sanctions can include requiring the relocating person to bring the children back if the move has already happened and ordering the relocating person to pay the other side's costs and lawyer's fees.

Right to object

A person who has court-ordered time with the children can object to a move to a different school district and/or to the relocating person's proposed *Parenting Plan*. If the move is within the same school district, the other party doesn't have the right to object to the move, but they may ask to change the *Parenting Plan* if there are adequate reasons under the modification law (RCW 26.09.260).

An objection is made by filing the *Objection about Moving with Children and Petition about Changing a Parenting/Custody Order (Relocation)* (form FL Relocate 721). File your *Objection* with the court and serve a copy on the relocating person and anyone else who has court-ordered time with the children. Service of the *Objection* must be by personal service or by mailing a copy to each person by any form of mail that requires a return receipt. The *Objection* must be filed and served no later than **30 days** after the *Notice of Intent to Move with Children* was received.

Right to move

During the 30 days after the *Notice* was served, the relocating person may not move to a different school district with the children unless they have a court order allowing the move.

After the 30 days, if no *Objection* is filed, the relocating person may move with the children without getting a court order allowing the move.

After the 30 days, if an *Objection* has been filed, the relocating person may move with the children **pending** the final hearing on the *Objection unless*:

- The other party gets a court order saying the children cannot move, or
- The other party has scheduled a hearing to take place no more than 15 days after the date the *Objection* was served on the relocating person. (However, the relocating person may ask the court for an order allowing the move even though a hearing is pending if the relocating person believes that they or a child are at unreasonable risk of harm.)

The court may make a different decision about the move at a final hearing on the *Objection*.

Parenting Plan after move

If the relocating person served a proposed *Parenting Plan* with the *Notice*, **and** if no *Objection* is filed within 30 days after the *Notice* was served (or if the parties agree):

- Both parties may follow that proposed plan without being held in contempt of the *Parenting Plan* that was in place before the move. However, the proposed plan cannot be enforced by contempt unless it has been approved by a court.
- Either party may ask the court to approve the proposed plan. Use form *Ex Parte Motion for Final Order Changing Parenting Plan – No Objection to Moving with Children* (FL Relocate 706).

Forms

You can find forms about moving with children at:

- The Washington State Courts' website: www.courts.wa.gov/forms,
- Washington Law Help: www.washingtonlawhelp.org, or

- The Superior Court Clerk's office or county law library (for a fee).

(This is a summary of the law. The complete law is in RCW 26.09.430 through 26.09.480.)

10. Other

11. Proposal

- Does not apply. This is a court order.
- This is a **proposed** (requested) parenting plan. (*The parent/s requesting this plan must read and sign below.*)

I declare under penalty of perjury under the laws of the State of Washington that this plan was proposed in good faith and that the information in **Attachment A** and **B** (if any) is true.



Parent requesting plan signs here

Signed at (city and state)



Other parent requesting plan (if agreed) signs here

Signed at (city and state)

12. Court Order

- Does not apply. This is a proposal.
- This is a court order (if signed by a judge or commissioner below).

Findings of Fact – Based on the pleadings and any other evidence considered:

- The Court adopts as its findings the statements in:

- Attachment A**

- Attachment B**

- The Court makes additional findings which are:

- contained in an order or findings of fact entered at the same time as this *Parenting Plan*.

- other: _____

Conclusions of Law – This *Parenting Plan* is in the best interest of the children.

- Other: _____

Order – The parties must follow this *Parenting Plan* including any attachments.

Date

Judge or Commissioner signs here

Warning! If you do not follow this *Parenting Plan*, the court may find you in contempt (RCW 26.09.160). You still have to follow this *Parenting Plan* even if the other parent doesn't.

Violation of **residential** provisions of this order with actual knowledge of its terms is punishable by contempt of court and may be a criminal offense under RCW 9A.40.060(2) or 9A.40.070(2). Violation of this order may subject a violator to arrest.

If this is a court order, the parties and/or their lawyers (and any GAL) sign below.

This order (*check any that apply*):

is an agreement of the parties.

is presented by me.

may be signed by the court without notice to me.

This order (*check any that apply*):

is an agreement of the parties.

is presented by me.

may be signed by the court without notice to me.

▶ _____
Petitioner or lawyer signs here + WSBA #

▶ _____
Respondent or lawyer signs here + WSBA #

Print Name

Date

Print Name

Date

This order (*check any that apply*):

is an agreement of the parties.

is presented by me.

may be signed by the court without notice to me.

This order (*check any that apply*):

is an agreement of the parties.

is presented by me.

may be signed by the court without notice to me.

▶ _____
Other party or lawyer signs here + WSBA #

▶ _____
Other party or Guardian ad Litem signs here

Print Name

Date

Print Name

Date

Attachment A: Limitations

Only complete this attachment if your Parenting Plan involves limitations on a parent under RCW 26.09.191 or .192. **If not**, remove this attachment.

1. Reasons for putting limitations on a parent (under RCW 26.09.191 or .192)

a. Abandonment by a parent, or child abuse, domestic violence, assault, sex offense, or sexual abuse of a child by a parent or a person living with a parent.

*If a parent has any of these problems, the court **must** limit that parent's contact with the children and that parent's right to make decisions for the children, and may not require dispute resolution other than court unless the court makes the required findings in 3. See definitions at the end of this attachment.*

Neither parent has any of these problems.

A parent has one or more of these problems as follows (*check all that apply*):

Abandonment – (*Parent's name*): _____
intentionally abandoned a child in this case for an extended time.

Child Abuse – (*Parent's name*): _____
(or someone living in that parent's home) abused or threatened to abuse a child.
The abuse was (*check all that apply*):
 physical repeated emotional abuse.

Domestic Violence – (*Parent's name*): _____
(or someone living in that parent's home) has a history of domestic violence as defined in RCW 7.105.010.

Assault – (*Parent's name*): _____
(or someone living in that parent's home) has assaulted someone causing grievous physical harm or causing fear of such harm, or sexually assaulted someone.

Sex offense or sexual abuse of a child by a parent or a person living with a parent. (*Also complete Attachment B.*)

b. Other problems that may harm the children's best interests or interfere with the performance of parenting functions. These problems could include neglect, emotional or physical problems, substance abuse, lack of emotional ties, abusive use of conflict, withholding the child, or other problems.

*If a parent has any of these problems, the court **may** limit that parent's contact with the children and that parent's right to make decisions for the children.*

Neither parent has any of these problems.

A parent has one or more of these problems as follows (*check all that apply*):

Neglect – (*Parent's name*): _____
neglected their parental duties towards a child in this case.

Emotional or physical problem – (*Parent's name*): _____
has a long-term emotional or physical problem that interferes with their performance of parenting functions.

- Substance Abuse** – (Parent’s name): _____
has a long-term problem with drugs, alcohol, or other substances that interferes with their performance of parenting functions.
- Lack of emotional ties** – (Parent’s name): _____
has few or no emotional ties with a child in this case.
- Abusive use of conflict** – (Parent’s name): _____
has engaged in ongoing and deliberate actions to misuse conflict.
- Withholding the child** – (Parent’s name): _____
has kept the other parent away from a child in this case for a long time, without a good reason. Withholding does not include protective actions taken by a parent in good faith for the legitimate and lawful purpose of protecting themselves or the parent’s child from the risk of harm posed by the other parent.
- Other (specify):** _____

2. If limitations apply to both parents

*When limitations apply to both parents, the court must compare the risks and may make an exception in applying mandatory limitations based on 1.a. When reasons for mandatory limitations in 1.a. apply to one parent and discretionary limitations in 1.b. apply to another parent, the court **must prioritize** the mandatory limitations when limiting the residential schedule, decision making, and dispute resolution. If the court does not prioritize the mandatory limitations, the court must make detailed written findings why not. RCW 26.09.191(7).*

- Does not apply.
- There are reasons for putting limitations on both parents. The court makes the following findings about the comparative risk of harm to the children posed by each parent, including any decision not to impose limitations or not to prioritize mandatory limitations (*detailed written findings required*):

3. Limitations on a parent

Limitations shall be reasonably calculated to protect the children and the other parent from the physical, sexual, or emotional abuse or harm that could result from contact with the limited parent.

- The following limits or conditions apply to** (parent’s name): _____
_____ (check all that apply):
- Use **Attachment B** if the court found sex offense or sexual abuse of a child (*skip to 4.*).

No contact with the children. Limitations on the residential time with the children will not adequately protect the children from the harm or abuse that could result from contact.

Limited contact as shown in the Parenting Time Schedule (**Attachment R**).

Limited contact as follows (*specify schedule, list all contact here instead of in the Residential Schedule*): _____

Supervised contact. All parenting time shall be supervised. Any costs of supervision must be paid by (*name*): _____

Supervision shall be (*check one*):

Professional, by (*name or agency*): _____

Non-professional. A non-professional supervisor is allowed because they have shown through sworn testimony and evidence of past interactions with children that they are capable and committed to protecting the children from physical or emotional abuse or harm; and

The parent cannot use professional supervision because (*check all that apply*):

Geographic isolation or other factors make professionally supervised visitation inaccessible.

They cannot pay for professional supervision. The parent has a GR 34 fee waiver or shown other evidence of financial indigency.

The non-professional supervisor/s shall be (*name/s*): _____

Dates and times of supervised contact (*check one*):

As shown in the Parenting Time Schedule (**Attachment R**).

As arranged by the supervisor for up to ___ hour/s per visit, up to ___ visits per (*frequency*): _____

As follows (*specify*): _____

Location – The supervised contact will occur (*check all that apply*):

in public location/s (*specify*): _____

in the supervised parent's home

at the supervised visitation facility

other (*specify*): _____

(Important! Put transportation arrangements in Parenting Plan section 8.)

Specific rules for supervised contact:

[] Follow the rules in **Attachment C**.

[] Other: _____

Important! No visits shall take place until the supervised parent and supervisor (or professional supervision program representative) have signed the Supervised Visitation Acknowledgment, FL All Family 141, confirming that they have read the court orders and the rules for supervised visitation and agree to follow them.

[] **Other limitations or conditions** during parenting time (specify): _____

[] **No limitations despite reasons**

There is **clear and convincing evidence** for no limitations on a parent even though there are reasons for limitations checked in **1.a.** above, considering the following factors:

▪ Any current risk posed by the parent to the physical or psychological well-being of the child or other parent;
(Express findings): _____

▪ Whether a parent has demonstrated that they can and will prioritize the child’s physical and psychological well-being;
(Express findings): _____

▪ Whether a parent has followed and is likely to follow court orders;
(Express findings): _____

▪ Whether a parent has genuinely acknowledged past harm and is committed to avoiding harm in the future; and
(Express findings): _____

▪ A parent’s compliance with previously court-ordered treatment. A parent’s compliance with the requirements for participation in a treatment program does not, by itself, constitute evidence that the parent has made the requisite changes.
(Express findings): _____

(Other findings, if any): _____

4. Evaluation or treatment

Not required.

(Name): _____ must (check all that apply):

be evaluated for: _____
with collateral input from the other parent. Any evaluation report that does not include collateral input must include details as to why and attempts made to obtain collateral input.

start (or continue) and comply with treatment:

as recommended by the evaluation.

as follows (specify kind of treatment and any other details): _____

provide a copy of the evaluation and compliance reports (specify details): _____

If this parent does not follow the evaluation or treatment requirements above, then (what happens): _____

5. Decision-making

When the children are with you, you are responsible for them. You can make day-to-day decisions for the children when they are with you, including decisions about safety and emergency healthcare. Major decisions must be made as follows:

a. Who can make major decisions about the children?

Type of Major Decision	Joint (parents make these decisions together)	Limited (only the parent named below has authority to make these decisions)
School/Educational	<input type="checkbox"/>	<input type="checkbox"/> (Name):
Healthcare (not emergency)	<input type="checkbox"/>	<input type="checkbox"/> (Name):
Other:	<input type="checkbox"/>	<input type="checkbox"/> (Name):
Other:	<input type="checkbox"/>	<input type="checkbox"/> (Name):
Other:	<input type="checkbox"/>	<input type="checkbox"/> (Name):

Important! Parenting involves decision-making in many areas. If you believe there are other decisions that are important to your family, list them under "Other" above. Some examples include: extracurricular activities, international travel, cell phones, driver's licenses, tattoos, and haircuts.

b. Reasons to limit major decision-making, if any

No limits (check one):

- Neither parent has any of the problems described in **1.a.** above, and the court finds no reason to limit major decision-making.
- Even though a parent has problems as described in **1.a.** above, the court made detailed findings of **clear and convincing evidence not to impose limitations in 3** above.
- Limits** (*check all that apply*):
 - Major decision-making **must** be limited because of the problems in **1.a.** above.
 - Major decision-making **should** be limited because (*check all that apply*):
 - Both parents are against shared decision-making.
 - One of the parents does not want to share decision-making and this is reasonable because of:
 - problems as described in **1.b.** above.
 - the history of each parent’s participation in decision-making.
 - the parents’ ability and desire to cooperate with each other in decision-making.
 - the distance between the parents’ homes makes it hard to make timely decisions together.
 - There are reasons to limit **both parents’** decision-making. The court made detailed findings about the comparative risk in **2** above.

6. Dispute Resolution

Important! After this parenting plan is signed by a judge or commissioner, if you and the other parent disagree about shared decisions or what parts of this plan mean, the court may require you to use a dispute resolution provider before going back to court. If there are limitations in **1.a.**, the court may only require dispute resolution other than court if the court makes the required findings in **3**. If a dispute resolution provider is checked below, the parents may, and sometimes must, use this provider before filing a Petition to Change a Parenting Plan or a Motion for Contempt for not following the plan. Check your county’s Local Court Rules.

a. The parents will go to (*check one*):

- The dispute resolution provider below (before they may go to court):
 - Mediation (*mediator or agency name*): _____
 - Arbitration (*arbitrator or agency name*): _____

If there is a domestic violence finding in **1.a.** above, arbitration may proceed without an additional *Order Allowing or Terminating Arbitration-At Risk Party*, form FL All Family 193, as long as reasonable procedures are in place to protect the party from risk of harm, harassment, or intimidation. RCW 26.14.110.

- Counseling (*counselor or agency name*): _____

If a dispute resolution provider is not named above or if the named provider is no longer available, the parents may agree on a provider or ask the court to name one.

Important! Unless there is an emergency, the parents must participate in the dispute resolution process listed above in good faith, before going to court for disagreements about joint decisions or what parts of this plan mean. This section does **not** apply to disagreements about money or support.

Court (without having to go to mediation, arbitration, or counseling).
(If you check this box, don't fill out 6.b.)

b. If mediation, arbitration, or counseling is required, one parent must notify the other parent by (check one): certified mail other (specify): _____.

The parents will pay for the mediation, arbitration, or counseling services as follows (check one):

(Name): _____ will pay _____%,
(Name): _____ will pay _____%.

based on each parents' Proportional Share of Income (percentage) from line 6 of the *Child Support Worksheet*.

as decided through the dispute resolution process.

What to expect in the dispute resolution process:

- Preference shall be given to carrying out the parenting plan.
- If you reach an agreement, it must be put into writing, signed, and both parents must get a copy.
- If the court finds that you have used or frustrated the dispute resolution process without a good reason, the court can order you to pay financial sanctions (penalties) including the other parent's legal fees.
- You may go back to court if the dispute resolution process doesn't solve the disagreement or if you disagree with the arbitrator's decision.

Definitions For Limitations in Parenting Plans (RCW 26.09.191):

"Abusive Use of Conflict" refers to a party engaging in ongoing and deliberate actions to misuse conflict. This includes, but is not limited to:

- (a) Repeated bad faith violations of court orders regarding the child or the protection of the child or other parent;
- (b) credible threats of physical, emotional, or financial harm to the other parent or to family, friends, or professionals providing support to the child or other parent;
- (c) intentional use of the child in conflict; or
- (d) abusive litigation as defined in RCW 26.51.020.

Litigation that is aggressive or improper but does not meet the definition of abusive litigation shall not constitute a basis for finding abusive use of conflict. Protective actions, as defined below, shall not constitute a basis for a finding of abusive use of conflict.

"Child" shall also mean "children."

"Knowingly" means knows or reasonably should know.

"Parenting functions" means those aspects of the parent-child relationship in which the parent makes

decisions and performs functions necessary for the care and growth of the child. Parenting functions include:

- (a) Maintaining a loving, stable, consistent, and nurturing relationship with the child;
- (b) Attending to the daily needs of the child, such as feeding, clothing, physical care and grooming, supervision, health care, and day care, and engaging in other activities which are appropriate to the developmental level of the child and that are within the social and economic circumstances of the particular family;
- (c) Attending to adequate education for the child, including remedial or other education essential to the best interests of the child;
- (d) Assisting the child in developing and maintaining appropriate interpersonal relationships;
- (e) Exercising appropriate judgment regarding the child's welfare, consistent with the child's developmental level and the family's social and economic circumstances; and
- (f) Providing for the financial support of the child.

“Protective actions” are actions taken by a parent in good faith for the purpose of protecting themselves or the parent’s child from the risk of harm posed by the other parent. “Protective actions” can include, but are not limited to:

- (a) Reports or complaints regarding physical, sexual, or mental abuse of a child or child neglect to an individual or entity connected to the provision of care or safety of the child such as law enforcement, medical professionals, therapists, schools, day cares, or child protective services;
- (b) seeking court orders changing residential time; or
- (c) petitions for protection or restraining orders.

“Sex offense against a child” means any of the following offenses involving a child victim:

- (a) Any sex offense as defined in RCW 9.94A.030;
- (b) any offense with a finding of sexual motivation;
- (c) any offense in violation of chapter 9A.44 RCW other than RCW 9A.44.132;
- (d) any offense involving the sexual abuse of a minor, including any offense under chapter 9.68A RCW; or
- (e) any federal or out-of-state offense comparable to any offense under (a) through (d).

“Willful abandonment” has occurred when the child’s parent has expressed, either by statement or conduct, an intent to forego, for an extended period, parental rights or responsibilities despite an ability to exercise such rights and responsibilities. “Willful abandonment” does not include a parent who has been unable to see the child due to circumstances that include, but are not limited to: incarceration, deportation, inpatient treatment, medical emergency, fleeing to an emergency shelter or domestic violence shelter, or withholding of the child by the other parent.

Attachment B: Sex Offense or Sexual Abuse of a Child

Only complete this attachment if your Parenting Plan involves these limitations in RCW 26.09.192. **If not**, remove this attachment.

1. Sexually violent predator (RCW 26.09.192(1))

Does not apply.

(*Parent's name*): _____
has been found to be a sexually violent predator. The court **must** order no contact with the children.

Another person (*name*): _____ who
lives in (*parent's name*): _____'s home
has been found to be a sexually violent predator. The court **must** order no contact **except** contact that occurs outside the predator's presence.

2. Child sexual abuse by a parent (RCW 26.09.192(2))

Does not apply.

(*Parent's name*): _____
has sexually abused a child.

Criminal conviction – This parent has been convicted as an adult of a sex offense against a child (their own or others). (*Check one.*)

The court **must** order no contact with the children.

This parent has **rebutted** the presumption of no contact. The court finds based on **clear and convincing evidence**: (*Check all that apply. Provide written findings below per RCW 26.09.192(4)(a).*)

(*Children's names*): _____
were **not** the victim/s of the sex offense committed by this parent **and** both these are true:

- Contact between the child and the offending parent is appropriate and poses minimal risk to the child.
- The offending parent has provided documentation that they have successfully completed treatment for sex offenders or are engaged in and making progress in such treatment, if any was ordered by a court.

(*Children's names*): _____
were the victim/s of the sex offense committed by this parent **and all** these are true:

- Contact between the child and the offending parent is appropriate and poses minimal risk to the child.
- If the child is in or has been in therapy for victims of sexual abuse, the child's counselor believes such contact between the child and the offending parent is in the child's best interest.
- The offending parent has provided documentation that they have successfully completed treatment for sex offenders or are engaged in and making progress in such treatment, if any was ordered by a court.

Civil finding – The parent has sexually abused a child covered by this Parenting Plan as found by a preponderance of the evidence in a dependency or family law action, including this one (*check one*).

The court **must** order no contact with the child.

This parent has **rebutted** the presumption of no contact. An evaluator or the child's therapist recommends that the child is ready for contact and will not be harmed by the contact. (*Provide written findings per RCW 26.09.192(4)(a).*)

Written findings: _____

3. Parent lives with someone who has sexually abused a child (RCW 26.09.192(3))

Does not apply.

Another person (*name*): _____ who lives in (*parent's name*): _____'s home has sexually abused a child. (*Check all that apply*):

Criminal conviction – This person has been convicted as an adult of a sex offense against a child **or** as a juvenile adjudicated of a sex offense against a child at least eight years younger. (*Check one.*)

The court **must** order no contact **except** contact that occurs outside the offender's presence.

This parent has **rebutted** the presumption of no contact in the offender's presence. The court finds based on **clear and convincing evidence**: (*Check all that apply. Provide written findings below per RCW 26.09.192(4)(b).*)

(*Children's names*): _____ were **not** the victim/s of the sex offense committed by this person **and** both these are true:

- Contact between the child and the parent who lives with this person is appropriate and that parent is able to protect the child in the presence of this person.
- This person has provided documentation that they have successfully completed treatment for sex offenders or are engaged in and making progress in such treatment, if any was ordered by a court.

(*Children's names*): _____ were the victim/s of the sex offense committed by this person and **all** these are true:

- Contact between the child and the parent in the presence of this person is appropriate and poses minimal risk to the child.

- If the child is in or has been in therapy for victims of sexual abuse, the child's counselor believes such contact between the child and the parent in the presence of this person is in the child's best interest.
 - This person has provided documentation that they have successfully completed treatment for sex offenders or are engaged in and making progress in such treatment, if any was ordered by a court.
- Civil finding** – This person has been found to have sexually abused a child by a preponderance of the evidence in a dependency or family law action, including this one. (*Check one.*)
- The court **must** order no contact.
- This parent has **rebutted** the presumption. They accept that the person engaged in the harmful conduct and the parent is willing to and capable of protecting the child from harm from the person. (*Provide written findings below per RCW 26.09.192(4)(b).*)

Written findings: _____

4. Limitations on a parent

The following limits or conditions apply to (*parent's name*): _____
 (*check all that apply*):

- No contact** with (*children's names*): _____.
- Limited contact** that must occur outside the presence of
 (*person named in 3 above*): _____.

Dates and times of this limited contact (*check one*):

- As shown in the Parenting Time Schedule (**Attachment R**).
- As follows (*specify*): _____

Supervised contact (*check one*):

- All parenting time shall be supervised.
- Parenting time in the presence of a person who sexually abused a child, (*name from 3 above*): _____, shall be supervised.

Supervision shall be (*check one*):

- Professional, by (*name or agency*): _____
- Non-professional. A non-professional supervisor is allowed because they have shown through sworn testimony and evidence of past interactions with children that

they are capable and committed to protecting the children from physical or emotional abuse or harm; and

The parent cannot use professional supervision because (*check all that apply*):

- Geographic isolation or other factors make professionally supervised visitation inaccessible.
- They cannot pay for professional supervision. The parent has a GR 34 fee waiver or shown other evidence of financial indigency.

The non-professional supervisor/s shall be (*name/s*): _____

If supervision is only for contact in the presence of the person named in 3 above, the supervisor may be the parent if the court finds, based on the evidence, that the parent is willing and capable of protecting the child from harm.

Dates and times of supervised contact (*check one*):

- As shown in the Parenting Time Schedule (**Attachment R**).
- As arranged by the supervisor for up to ____ hour/s per visit, up to ____ visits per (*frequency*): _____
- As follows (*specify*): _____

Location – The supervised contact will occur (*check all that apply*):

- in public location/s (*specify*): _____
- in the supervised parent's home
- at the supervised visitation facility
- other (*specify*): _____

(Important! Put transportation arrangements in Parenting Plan section 8.)

Specific rules for supervised contact:

- Follow the rules in **Attachment C**.
- Other: _____

Important! No visits shall take place until the supervised parent and supervisor (or professional supervision program representative) have signed the Supervised Visitation Acknowledgement, FL All Family 141, confirming that they have read the court orders and the rules for supervised visitation and agree to follow them.

Unsupervised contact (RCW 26.09.192(4)(c)(iv))

This parent may have unsupervised contact with (*children's names*): _____
_____ because the court finds all these are true:

- The offending parent has rebutted the presumption against no contact and has exercised supervised residential time for at least **2 years** with no further arrests or convictions of sex offenses involving children.
- The sex offense of the offending parent was not committed against a child of the offending parent.
- Unsupervised contact between the child and the offending parent is appropriate and poses minimal risk to the child, after consideration of the testimony of a state-certified therapist, mental health counselor, or social worker with expertise in treating child sexual abuse victims who has supervised at least one period of residential time between the parent and the child, and after consideration of evidence of the offending parent's compliance with community supervision requirements, if any.
- If the offending parent was not ordered by a court to participate in treatment for sex offenders, then the parent shall obtain a psychosexual evaluation conducted by a certified sex offender treatment provider or a certified affiliate sex offender treatment provider indicating that the offender has the lowest likelihood of risk to reoffend before the court grants unsupervised contact between the parent and a child.

Other findings: _____

Dates and times of unsupervised contact (*check one*):

As shown in the Parenting Time Schedule (**Attachment R**).

As follows (*specify*): _____

5. Evaluation or treatment, decision-making, dispute resolution

These issues are covered in **Attachment A**.

Attachment C: Supervised Visitation Rules

Only complete this attachment if the court orders supervised contact and has selected these specific rules. **If not**, remove this attachment.

Supervised visitation is to protect the children and the other parent from the physical, sexual, or emotional abuse or harm that could result from contact with the limited parent.

1. The supervisor must be willing and able to (*optional provisions check all that apply*):

- ✓ Intervene and document any violations of these visitation rules
- ✓ End the visit if the children's physical or emotional safety is at risk or the parent will not follow the court order
- ✓ Be present for the entire visit and provide (*check one*):
 - strict supervision, where the supervisor is within the line of sight and range of hearing during the entire visit (including trips to the bathroom if adult assistance is needed).
 - monitoring supervision, where the supervisor is in the vicinity and immediately available, close enough to hear any raised voices and respond quickly and provide frequent (not necessarily constant) visual oversight.
- Transport the children to and from the visitation
- Prevent parents from coming into visual or audio contact with each other
- Keep parents' contact information confidential
- Other: _____

2. The supervised parent must (*optional provisions check all that apply*):

- ✓ Arrive and depart as requested by the supervisor
- ✓ Stay within the supervisor's line of sight and range of hearing at all times during court-ordered visits (unless the court orders otherwise)
- ✓ Ensure the visitation supervisor is able to hear all conversation with the children
- ✓ **Not** communicate with the children in a manner that the supervisor cannot understand or hear (such as whispering, using a foreign language, passing notes or pictures, texting)
- ✓ **Not** endanger or harm the children's physical, mental, or emotional health in any manner
- ✓ **Not** physically discipline the children
- ✓ **Not** make any derogatory, threatening, or disparaging remark to the children about any family member of the children
- ✓ **Not** discuss the legal proceedings with the children
- ✓ **Not** make any promises to the children about what the judge will decide
- Not** visit while under the influence of alcohol or any non-prescribed drug
- Not** bring any other person to the visit without the written agreement of the other parent and the visit supervisor
- Not** question the children about any family member of the children
- Not** change the children's diapers
- Not** bring any gifts unless approved in advance by the other parent and the visit supervisor
- Not** come within ____ feet of the following person/s during visitation exchanges:

- Other: _____

Attachment R: Parenting Time Schedule (Residential Provisions)

Complete this attachment **unless** all residential time is covered by **Attachment A** or **B**, or no contact is ordered. Otherwise, remove this attachment.

1. School Schedule

a. Children under school-age

- Does not apply. All children are school-age.
- The schedule for children under school-age is the same as for school-age children.
- Children under school-age are scheduled to live with (*name*): _____
_____,
except when they are scheduled to live with (*name*): _____ on
(*check all that apply*):
- WEEKENDS: every week every other week other (*specify*): _____
from (*day*) _____ at ____:____.m. to (*day*) _____ at ____:____.m.
from (*day*) _____ at ____:____.m. to (*day*) _____ at ____:____.m.
- WEEKDAYS: every week every other week other (*specify*): _____
from (*day*) _____ at ____:____.m. to (*day*) _____ at ____:____.m.
from (*day*) _____ at ____:____.m. to (*day*) _____ at ____:____.m.
- OTHER (*specify*): _____

- Other (*specify*): _____

b. School-age children

This schedule will apply (*check one*):

- immediately.
- when the youngest child enters (*check one*): Kindergarten 1st grade
- when the oldest child enters (*check one*): Kindergarten 1st grade
- Other: _____

The children are scheduled to live with (*name*): _____,
except when they are scheduled to live with (*name*): _____ on
(*check all that apply*):

- WEEKENDS: every week every other week other (*specify*): _____
from (*day*) _____ at ____:____.m. to (*day*) _____ at ____:____.m.

from (day) _____ at ____:____.m. to (day) _____ at ____:____.m.

WEEKDAYS: every week every other week other (specify): _____

from (day) _____ at ____:____.m. to (day) _____ at ____:____.m.

from (day) _____ at ____:____.m. to (day) _____ at ____:____.m.

OTHER (specify): _____

Other (specify): _____

2. Summer Schedule

Summer begins and ends according to the school calendar. as follows: _____

_____.

The Summer Schedule is the **same** as the School Schedule. (*Skip to 3.*)

The Summer Schedule is the **same** as the School Schedule **except** that each parent shall spend _____ weeks of uninterrupted vacation time with the children each summer. The parents shall confirm their vacation schedules in writing by the end of (date) _____ each year. (*Skip to 3.*)

The Summer Schedule is **different** than the School Schedule. The Summer Schedule will begin the summer before (*check one*): the youngest child the oldest child each child begins (*check one*): Kindergarten 1st grade Other: _____

During the summer the children are scheduled to live with (*name*): _____, except when they are scheduled to live with (*name*): _____ on (*check all that apply*):

WEEKENDS: every week every other week other (specify): _____

from (day) _____ at ____:____.m. to (day) _____ at ____:____.m.

from (day) _____ at ____:____.m. to (day) _____ at ____:____.m.

WEEKDAYS: every week every other week other (specify): _____

from (day) _____ at ____:____.m. to (day) _____ at ____:____.m.

from (day) _____ at ____:____.m. to (day) _____ at ____:____.m.

OTHER (specify): _____

3. Holiday Schedule (includes school breaks and special occasions)

The Holiday Schedule is the **same** as the School and Summer Schedules above for all holidays, school breaks, and special occasions. (*Skip to 4.*)

The children are scheduled to spend holidays, school breaks, and special occasions as follows:

(*Check all that apply. Note any differences for children who have not yet started school.*)

Martin Luther King Jr. Day – Begins and ends (*day/time*): _____

Odd years with (*name*): _____; Even years with the other parent.

Every year with (*name*): _____

With the parent who has the children for the attached weekend.

Other plan: _____

Presidents' Day – Begins and ends (*day/time*): _____

Odd years with (*name*): _____; Even years with the other parent.

Every year with (*name*): _____

With the parent who has the children for the attached weekend.

Other plan: _____

Mid-winter Break – Begins and ends (*day/time*): _____

Odd years with (*name*): _____; Even years with the other parent.

Every year with (*name*): _____

Each parent has the children for the half of break attached to their weekend. The children must be exchanged on Wednesday at (*time*): _____

Other plan: _____

Spring Break – Begins and ends (*day/time*): _____

Odd years with (*name*): _____; Even years with the other parent.

Every year with (*name*): _____

Each parent has the children for the half of break attached to their weekend. The children must be exchanged on Wednesday at (*time*): _____

Other plan: _____

Mother's Day – Begins and ends (*day/time*): _____

Odd years with (*name*): _____; Even years with the other parent.

Every year with (*name*): _____

Other plan: _____

Memorial Day – Begins and ends (*day/time*): _____

Odd years with (*name*): _____; Even years with the other parent.

- Every year with (*name*): _____
- With the parent who has the children for the attached weekend.
- Other plan: _____
- Father's Day** – Begins and ends (*day/time*): _____
 - Odd years with (*name*): _____; Even years with the other parent.
 - Every year with (*name*): _____
 - Other plan: _____
- Fourth of July** – Begins and ends (*day/time*): _____
 - Odd years with (*name*): _____; Even years with the other parent.
 - Every year with (*name*): _____
 - Follow the Summer Schedule in section 2.
 - Other plan: _____
- Labor Day** – Begins and ends (*day/time*): _____
 - Odd years with (*name*): _____; Even years with the other parent.
 - Every year with (*name*): _____
 - With the parent who has the children for the attached weekend.
 - Other plan: _____
- Thanksgiving Day/Break** – Begins and ends (*day/time*): _____
 - Odd years with (*name*): _____; Even years with the other parent.
 - Every year with (*name*): _____
 - Other plan: _____
 - _____
 - _____
- Winter Break** – Begins and ends (*day/time*): _____
 - Odd years with (*name*): _____; Even years with the other parent.
 - Every year with (*name*): _____
 - Other plan: _____
 - _____
 - _____
- Christmas Eve/Day** – Begins and ends (*day/time*): _____
 - Odd years with (*name*): _____; Even years with the other parent.
 - Every year with (*name*): _____

Follow the Winter Break schedule above.

Other plan: _____

New Year's Eve/Day – Begins and ends (*day/time*): _____
(*odd/even is based on New Year's Eve*)

Odd years with (*name*): _____; Even years with the other parent.

Every year with (*name*): _____

Follow the Winter Break schedule above.

Other plan: _____

All three-day weekends not listed elsewhere
(*Federal holidays, school in-service days, etc.*)

The children shall spend any unspecified holiday or non-school day with the parent who has them for the attached weekend.

Other plan: _____

Important! Families in Washington observe a broad range of religions and traditions. Your Parenting Plan can provide for how children will spend time on other significant days. (Examples: Eid, Passover, Easter, Chinese New Year, birthdays, etc.) Add lines as needed.

Other occasion important to the family: _____

Begins and ends (*day/time*): _____

Odd years with (*name*): _____; Even years with the other parent.

Every year with (*name*): _____

Other plan: _____

Other occasion important to the family: _____

Begins and ends (*day/time*): _____

Odd years with (*name*): _____; Even years with the other parent.

Every year with (*name*): _____

Other plan: _____

Other occasion important to the family: _____

Begins and ends (*day/time*): _____

Odd years with (*name*): _____; Even years with the other parent.

Every year with (*name*): _____

Other plan: _____

4. Conflicts in Scheduling

The Holiday Schedule must be observed over all other schedules. If there are conflicts within the Holiday Schedule (*check all that apply*):

Named holidays shall be followed before school breaks.

Children's birthday/s shall be followed before named holidays and school breaks.

Other (*specify*): _____

Superior Court of Washington, County of _____

In re:

Petitioner/s (as listed on the Petition):

And Respondent/s (as listed on the Petition):

No. _____

**Motion for Adequate Cause Decision
(to change a parenting order)
(MACD)**

**Motion for Adequate Cause Decision
(to change a parenting/custody order)**

To both parties:

Deadline! Your papers must be filed and served by the deadline in your county's Local Court Rules, or by the State Court Rules if there is no local rule. Court Rules and forms are available online at www.courts.wa.gov.

If you want the court to consider your side, you **must**:

- File your original documents with the Superior Court Clerk; AND
- Give the Judge/Commissioner a copy of your papers (if required by your county's Local Court Rules); AND
- Have a copy of your papers served on all other parties or their lawyers; AND
- Go to the hearing.

The court may not allow you to testify at the motion hearing. Read your county's Local Court Rules, if any. Bring proposed orders to the hearing.

To the person filing this motion:

You must schedule a hearing on this motion. You may use the *Notice of Hearing* (form FL All Family 185) unless your county's Local Court Rules require a different form. Contact the court for scheduling information.

To the person receiving this motion:

If you do not agree with the requests in this motion, file a statement (using form FL All Family 135, *Declaration*) explaining why the court should not approve those requests. You may file other written proof supporting your side.

1. Request

My name is _____. (Check one):

- I **filed** a *Petition to Change a Parenting Plan or Custody Order*. I ask the court to find adequate cause (valid reasons) and allow my case to move forward.

- I **received** a *Petition to Change a Parenting Plan or Custody Order*. I ask the court to find **no** adequate cause (no valid reasons) and dismiss the *Petition*, ending the case.

2. Service of Summons and Petition

- Does not apply. This motion is brought by the party who received the *Petition*.
- The other party (*check all that apply*):
 - was or will be served with the *Summons* and *Petition* for this case by:
 - personal service in Washington state.
 - personal service outside of Washington state.
 - publication.
 - mail.
 - waived service by joining the *Petition* and
 - does not need to be notified about the court's hearings or decisions in this case.
 - must be notified about the court's hearing or decisions in this case.

3. Reason for request

This request is based on the *Petition*, any *Response*, and the following other documents (if any) filed separately and served on all parties:

- My Declaration (form FL All Family 135)
- Declaration/s of (*name/s*): _____
- Other documents (*list*): _____

Person making this motion or their lawyer fills out below:

▶ _____
Person making this motion or lawyer signs here *Date*

Print name (if lawyer, also list WSBA No.)

I agree to accept legal papers for this case at (*check one*):

- lawyer's address, listed below.

Lawyer's Street Address or PO Box *City* *State* *Zip*

Email (*if applicable*): _____

- the following address (*this does not have to be your home address*):

Street Address or PO Box *City* *State* *Zip*

(Optional) email: _____

*(If this address changes before the case ends, you **must** notify all parties and the court clerk in writing. You may use the Notice of Address Change form (FL All Family 120). You must also update your Confidential Information form (FL All Family 001) if this case involves parentage or child support.)*

Washington State Child Support Schedule Worksheets

[] Proposed by [] (*name*) _____, [] State of WA (CSWP)
 Or, [] Signed by the Judicial/Reviewing Officer (CSW).

County _____ Case No. _____

Child/ren and Age/s: _____

Parents' names: _____
(Column 1) (Column 2)

	Column 1	Column 2
Part I: Income (see Instructions, page 8)		
1. Gross Monthly Income		
a. Wages and Salaries	\$	\$
b. Interest and Dividend Income	\$	\$
c. Business Income	\$	\$
d. Maintenance Received	\$	\$
e. Other Income	\$	\$
f. Imputed Income	\$	\$
g. Total Gross Monthly Income (add lines 1a through 1f)	\$	\$
2. Monthly Deductions from Gross Income		
a. Income Taxes (Federal and State)	\$	\$
b. FICA (Soc. Sec.+ Medicare)/Self-Employment Taxes	\$	\$
c. Mandatory State Deductions (state insurance premiums actually paid, paid family and medical leave program, and long-term services and supports trust program)	\$	\$
d. State Industrial Insurance Deductions	\$	\$
e. Mandatory Union/Professional Dues	\$	\$
f. Mandatory Pension Plan Payments	\$	\$
g. Voluntary Retirement Contributions	\$	\$
h. Maintenance Paid	\$	\$
i. Normal Business Expenses	\$	\$
j. Total Deductions from Gross Income (add lines 2a through 2i)	\$	\$
3. Monthly Net Income (line 1g minus 2j)	\$	\$
4. Combined Monthly Net Income (add both parents' monthly net incomes from line 3)	\$	\$

	Column 1	Column 2
5. Basic Child Support Obligation Number of children: _____ x \$ _____ per child (enter total amount in box →)	\$	
6. Proportional Share of Income (divide line 3 by line 4 for each parent)	.	.
Part II: Basic Child Support Obligation (see Instructions, page 10)		
7. Each Parent's Basic Child Support Obligation without consideration of low-income limitations. (Multiply each number on line 6 by line 5.)	\$	\$
8. Calculating low-income limitations: Fill in only those that apply.		
Self-Support Reserve: (180% of the federal poverty guideline for a one-person family.)	\$	
a. Is Combined Net Income Less Than \$2,200? If yes , for each parent enter the presumptive \$50 per child .	\$	\$
b. Is Monthly Net Income Less Than Self-Support Reserve? If yes , for that parent enter the presumptive \$50 per child .	\$	\$
c. Is Monthly Net Income Equal to or More than Self-Support Reserve? If yes , for each parent subtract the self-support reserve from line 3. If that amount is less than line 7, enter that amount or the presumptive \$50 per child, whichever is greater.	\$	\$
d. Any Other Biological or Legal Children? If yes , divide the amount in line c by the total number of biological or legal children each parent has. Multiply that amount by the number of children in this case.	\$	\$
9. Each parent's basic child support obligation after calculating applicable limitations. For each parent, enter the lowest amount from line 7, 8a – 8d, but not less than the presumptive \$50 per child.	\$	\$
Part III: Healthcare, Daycare, and Special Child Rearing Expenses (see Instructions, page 11)		
10. Healthcare Expenses		
a. Monthly Health Insurance Premiums Paid for Child(ren)	\$	\$
b. Uninsured Monthly Healthcare Expenses Paid for Child(ren)	\$	\$
c. Total Monthly Healthcare Expenses (line 10a plus line 10b)	\$	\$
d. Combined Monthly Healthcare Expenses (add both parents' totals from line 10c)	\$	
11. Daycare and Special Expenses		
a. Daycare Expenses	\$	\$
b. Education Expenses	\$	\$
c. Long Distance Transportation Expenses	\$	\$
d. Other Special Expenses (describe)	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$

	Column 1	Column 2
e. Total Daycare and Special Expenses (add lines 11a through 11d)	\$	\$
12. Combined Monthly Total Daycare and Special Expenses (add both parents' daycare and special expenses from line 11e)	\$	
13. Total Healthcare, Daycare, and Special Expenses (line 10d plus line 12)	\$	
14. Each Parent's Obligation for Healthcare, Daycare, and Special Expenses (multiply each number on line 6 by line 13)	\$	\$
Part IV: Gross Child Support Obligation		
15. Gross Child Support Obligation (line 9 plus line 14)	\$	\$
Part V: Child Support Credits (see Instructions, page 12)		
16. Child Support Credits		
a. Monthly Healthcare Expenses Credit	\$	\$
b. Daycare and Special Expenses Credit	\$	\$
c. Other Ordinary Expenses Credit (describe)	\$	\$
d. Total Support Credits (add lines 16a through 16c)	\$	\$
Part VI: Standard Calculation/Presumptive Transfer Payment (see Instructions, page 12)		
17. Standard Calculation (line 15 minus line 16d or \$50 per child whichever is greater)	\$	\$
Part VII: Additional Informational Calculations		
18. 45% of each parent's net income from line 3 (.45 x amount from line 3 for each parent)	\$	\$
19. 25% of each parent's basic support obligation from line 9 (.25 x amount from line 9 for each parent)	\$	\$
Part VIII: Additional Factors for Consideration (see Instructions, page 12)		
20. Household Assets (List the estimated present value of all major household assets.)		
a. Real Estate	\$	\$
b. Investments	\$	\$
c. Vehicles and Boats	\$	\$
d. Bank Accounts and Cash	\$	\$
e. Retirement Accounts	\$	\$
f. Other (describe)	\$	\$
	\$	\$
21. Household Debt (List liens against household assets, extraordinary debt.)		
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$

	Column 1	Column 2
22. Other Household Income		
a. Income of Current Spouse or Domestic Partner (if not the other parent of this action) Name _____ Name _____	\$ \$	\$ \$
b. Income of Other Adults In Household Name _____ Name _____	\$ \$	\$ \$
c. Gross income from overtime or from second jobs the party is asking the court to exclude per Instructions, page 8 _____	\$	\$
d. Income of Child(ren) (if considered extraordinary) Name _____ Name _____	\$ \$	\$ \$
e. Income from Child Support Name _____ Name _____	\$ \$	\$ \$
f. Income from Assistance Programs Program _____ Program _____	\$ \$	\$ \$
g. Other Income (describe) _____ _____	\$ \$	\$ \$
23. Non-Recurring Income (describe) _____ _____	\$ \$	\$ \$
24. Monthly Child Support Ordered for Other Children		
Name/age: _____ Paid [] Yes [] No	\$	\$
Name/age: _____ Paid [] Yes [] No	\$	\$
Name/age: _____ Paid [] Yes [] No	\$	\$
25. Other Child(ren) Living In Each Household		
(First name(s) and age(s))		

Superior Court of Washington, County of _____

In re:

Petitioner/s (*person/s who started this case*):

And Respondent/s (*other party/parties*):

No. _____

Declaration of
(*name*): _____

(DCLR)

Declaration of (*name*): _____

1. I am (*age*): _____ years old and I am the (*check one*): Petitioner Respondent
 Other (*relationship to the people in this case*): _____

2. I declare: _____

Superior Court of Washington, County of _____

In re:

Petitioner/s (*person/s who started this case*):

And Respondent/s (*other party/parties*):

No. _____

Proof of Personal Service
(AFSR)

Proof of Personal Service

Server declares:

1. My name is: _____. I am **not** a party to this case.
I am 18 or older.

2. Personal Service

I served court documents for this case to (*name of party*): _____
by (*check one*):

giving the documents directly to him/her.

giving the documents to (*name*): _____,
a person of suitable age and discretion who lives at the same address as the party.

3. Date, time, and address of service

Date: _____ Time: _____ a.m. p.m.

Address:

Number and street *city* *state* *zip*

4. List all documents you served (check all that apply):

(The most common documents are listed below. Check only those documents that were served. Use the "Other" boxes to write in the title of each document you served that is not already listed.)

<input type="checkbox"/> Petition to/for _____ _____	<input type="checkbox"/> Notice of Hearing _____
<input type="checkbox"/> Summons <i>(Attach a copy.)</i>	<input type="checkbox"/> Motion for Temporary Family Law Order <input type="checkbox"/> and Restraining Order
<input type="checkbox"/> Order Setting Case Schedule	<input type="checkbox"/> Proposed Temporary Family Law Order
<input type="checkbox"/> Notice Re: Military Dependent	<input type="checkbox"/> Motion for Immediate Restraining Order (Ex Parte)
<input type="checkbox"/> Proposed Parenting Plan	<input type="checkbox"/> Immediate Restraining Order (Ex Parte) and Hearing Notice
<input type="checkbox"/> Proposed Child Support Order	<input type="checkbox"/> Restraining Order
<input type="checkbox"/> Proposed Child Support Worksheets	<input type="checkbox"/> Motion for Contempt Hearing
<input type="checkbox"/> Sealed Financial Documents	<input type="checkbox"/> Order to Go to Court for Contempt Hearing
<input type="checkbox"/> Financial Declaration	<input type="checkbox"/> Motion for Adequate Cause Decision
<input type="checkbox"/> Information for Temporary Parenting Plan	<input type="checkbox"/> Notice of Intent to Move with Children (Relocation)
<input type="checkbox"/> Declaration of: _____	<input type="checkbox"/> Objection about Moving with Children and Petition about Changing a Parenting/ Custody Order (Relocation)
<input type="checkbox"/> Declaration of: _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____

5. Fees charged for service

- Does not apply.
- Fees: \$ _____ + Mileage \$ _____ = Total: \$ _____

6. Other Information (if any): _____

I declare under penalty of perjury under the laws of the state of Washington that the statements on this form are true.

Signed at *(city and state)*: _____ Date: _____

Signature of server

Print or type name of server

To the party having these documents served:

- File the original *Proof of Personal Service* with the court clerk.
- If you served a *Restraining Order* signed by the court, you must also give a copy of this *Proof of Personal Service* and a *Law Enforcement Information Sheet* to law enforcement.
- If the documents were personally served outside of Washington state, you must fill out and file form FL All Family 102 (*Declaration: Personal Service Could Not be Made in Washington*).

To the Server: check here if you personally served the documents *outside* Washington state. Your signature must be notarized or sworn before a court clerk.

*(For personal service in Washington state, your signature does **not** need to be notarized or sworn before a court clerk.)*

Signed and sworn to before me on *(date)*: _____.

Signature of notary or court clerk

Print name of notary or court clerk

I am a notary public in and for the state of: _____

My commission expires: _____

I am a court clerk in a court of record in *(county)*: _____

(state): _____

(Print seal above.)

Superior Court of Washington, County of _____

In re:

Petitioner/s (as listed on the Petition):

And Respondent/s (as listed on the Petition):

No. _____

Order on Adequate Cause to Change a Parenting/Custody Order

(ORRACG / ORRACD / ORH: see 6)

Order on Adequate Cause to Change a Parenting/Custody Order

1. The (check one): Petitioner Respondent made a *Motion for Adequate Cause Decision* and the court finds there is reason to approve this order. (Check one):
- An adequate cause hearing was held.
 - The parties agree there is adequate cause (valid reasons) for the case to move forward, or any party not in agreement has been defaulted.

➤ **The Court Finds:**

2. Jurisdiction

- This court has jurisdiction over this case.
 - The parenting order was made by a Washington court, and the court still has authority to make orders for the children.
 - The parenting/custody order was **not** made by a Washington court, and
 - A court in the state (or tribe) that made the parenting order has made another order saying that it no longer has jurisdiction **or** that it is better to have this case decided in Washington;
 - No child, parent or person acting as a parent lives in the state (or tribal reservation) that made the order anymore.
- The parenting /custody order was **not** made by a Washington court, and a Washington court can make decisions because the children are in this state now **and** were abandoned here **or** need emergency protection because the children (or the children's parent, brother or sister) were abused or threatened with abuse.

Superior Court of Washington, County of _____

In re:

Petitioner/s (as listed on the Petition):

And Respondent/s (as listed on the Petition):

No. _____

Final Order and Findings on Petition to Change a Parenting Plan or Custody Order

(ORMDD/ORDYMT)

Clerk's action required: 11

Final Order and Findings on Petition to Change a Parenting Plan or Custody Order

1. This Order is based on:

- The *Petition to Change a Parenting Plan or Custody Order*,
- The children's best interest,
- The Court's decision that there were valid reasons to hear the *Petition* in the *Order on Adequate Cause to Change a Parenting/Custody Order* signed on (date): _____,

And (check one):

- the parents' agreement.
- the *Order on Motion for Default* signed on (date): _____.
- the court hearing or trial on (date): _____.

The following people were at the hearing or trial (*list parties, lawyers, and any guardians*):

➤ **Findings & Conclusions**

2. Jurisdiction (RCW 26.27.201–.221, .231, .261, .271).

- The court **cannot** decide this case for the children because the court does not have jurisdiction over the children.

- The court **can** decide this case for the children because (*check all that apply; if a box applies to all of the children, you may write "the children" instead of listing names*):
 - Washington order/exclusive, continuing jurisdiction** – The parenting/custody order was made by a Washington state court, and the court still has authority to make other orders for (*children's names*): _____.
 - Other state's order** – The parenting/custody order was not made by a Washington state court **AND** (*check one*):
 - A court in the state (or tribe) that made the parenting/custody order has made another order saying that it no longer has jurisdiction **or** that it is better to have this case decided in Washington;
 - No child, parent, or person acting as a parent lives in the state (or tribal reservation) that made the order anymore;

AND (*check one*):

- Home state jurisdiction** – Washington is the children's home state because (*check all that apply*):
 - (*Children's names*): _____ lived in Washington with a parent or someone acting as a parent for at least the 6 months just before this case was filed, or if the children were less than 6 months old when the case was filed, they had lived in Washington with a parent or someone acting as a parent since birth.
 - There were times the children were not in Washington in the 6 months just before this case was filed (or since birth if they were less than 6 months old), but those were temporary absences.
 - (*Children's names*): _____ do not live in Washington right now, but Washington was the children's home state sometime in the 6 months just before this case was filed, and a parent or someone acting as a parent of the children still lives in Washington.
 - (*Children's names*): _____ do not have another home state.
- No home state or home state declined** – No court of any other state has the jurisdiction to make decisions for (*children's names*): _____, **or** a court in the children's home state decided it is better to have this case in Washington **and**:
 - The children and a parent, or someone acting as a parent, have ties to Washington beyond just living here (significant connection); **and**
 - There is a lot of information (substantial evidence) about the children's care, protection, education and relationships in this state.
- Other reason (*specify*): _____.

3. Major change (RCW 26.09.260(1) and (2)).

- Does not apply. No one requested a major change.
- Denied** – The court denies the request for a major change because (*check all that apply*):
 - the requested major change is not in the children's best interest.
 - there has been no substantial change to the situation of the children or the parent who did not file the *Petition*.

- the reasons (factual basis) for the requested major change do not qualify under the law.
- other reasons (*specify*): _____

- Approved** – The court approves a major change to the parenting order. The major change is approved because:
 - The requested change is in the children’s best interest, and
 - There has been a substantial change in the children’s situation or in the situation of the parent who did not request the major change. (*Describe how the situation has changed, or describe a situation that the court did not know about when it made its order*):

Check reason/s for this change:

- The parents agree to the requested change/s.
- The children are living in one parent’s home with the other parent’s permission. This is very different than what was ordered in the previous order.
- The children’s current living situation is harmful to their physical, mental, or emotional health. It would be better for the children to change the order.
- The other parent has not followed the court’s order. A court found they are in contempt for disobeying the parenting schedule more than once in 3 years, or guilty of custodial interference in the first or second degree. (*RCW 9A.40.060 or 9A.40.070*).

4. Minor change (RCW 26.09.260(5), (7), and (9)).

- Does not apply. No one requested a minor change.
- Denied** – The court denies the request for a minor change because (*check all that apply*):
 - the requested minor change is not in the children’s best interest.
 - the situation of the children or a parent has not changed substantially.
 - the reasons (factual basis) for the requested minor change do not qualify under the law.
 - the parent requesting more time is limited because of problems listed in the current parenting/custody order. That parent has not shown substantial change in the problems that caused the limitations.
 - the parent requesting more time has not fully completed all evaluations, treatment, or classes required by the current parenting/custody order.
 - other reasons (*specify*): _____

Approved – The court approves a minor change to the parenting/custody order. The court signed the new *Parenting Plan* or *Residential Schedule* filed separately today or on (*date*): _____ . The minor change is approved because:

- The requested change is in the children’s best interest and does not change the person the children live with most of the time; and
 - There has been a substantial change in the children’s or a parent’s situation. (*Describe how the situation has changed, or describe a situation that the court did not know about when it made its order*):
-
-
-
-
-

Check reason/s for this change:

- The current parenting/custody order is difficult to follow because the parent who has less residential time with the children has moved.
- The current parenting/custody order is difficult to follow because one parent’s work schedule changed and the change was not by their choice.
- The requested change will impact the children’s schedule on fewer than 25 full days a year.
- The requested change will impact the children’s schedule on more than 24 full days, but fewer than 90 overnights a year. This change is needed because the current parenting/custody order does not give the children a reasonable amount of time with one parent. It is in the children’s best interest to have more than 24 full days of increased time with that parent.

Are there any limitations on the parent whose time is being increased?

- No.** The current parenting/custody order does **not** limit that parent’s time with the children because of abandonment, abuse, domestic violence, sex offense, or other serious problems.
 - Yes.** That parent’s time with the children is limited because of problems listed in the current parenting/custody order. That parent’s situation has changed substantially. (*Describe how the parent’s problems that caused the limitations in the current parenting/custody order have changed.*)
-
-
-

Has the parent whose time would be increased completed any required evaluations, treatment, or classes?

- Does not apply.** The current parenting/custody order does **not** require that parent to complete any evaluations, treatment, or classes.

- Yes.** That parent has completed all court-ordered evaluations, treatment, or classes required by the current parenting/custody order.

List completed evaluations, treatment, or classes here: _____

5. Restrictions on the parent with less parenting time

- Does not apply.
- Limit** – To protect the children, the court will limit the parenting time and participation of the parent who already has less than half of the parenting time with the children. The reasons for this limitation are listed in the new *Parenting Plan* or *Residential Schedule* signed by the court today or on (date): _____. This *Parenting Plan* or *Residential Schedule* is approved and filed separately. (RCW 26.09.191, 26.09.260(4))
- Adjust** – The parent who did not file the *Petition* was allowed some parenting time by the current parenting/custody order, but that parent has chosen not to spend any time with the children for at least 1 year. The court will adjust the parenting time for that parent as listed in the new *Parenting Plan* or *Residential Schedule* signed by the court today or on (date): _____. This *Parenting Plan* or *Residential Schedule* is approved and filed separately. (RCW 26.09.260(8))
- Other findings: _____

6. Other Changes (RCW 26.09.260(10))

- Does not apply.
- Because of a substantial change in one parent's/child's situation, the court approves changes to the following parts of the *Parenting Plan* or *Residential Schedule* that are in the children's best interest (check all that apply):
- dispute resolution
 - decision-making
 - transportation arrangements
 - other (specify): _____

7. Child Support

- Does not apply. No one asked to change child support.
- Denied** – The request to change child support is denied because:
- the request to change the parenting/custody order is denied.
 - the approved change to the parenting/custody order (check all that apply):
 - does not change the parent the children live with most of the time.
 - does not change the amount of time the children spend with each parent so much that a child support deviation should be approved or changed.
 - other: _____

- Approved** – The court approves a change to child support. The changes to the parenting/custody order affect child support by (*check one*):
 - changing the parent the children live with most of the time.
 - changing the amount of time the children spend with each parent so much that a child support deviation should be approved or changed.
 - other: _____
- Other findings: _____

8. Protection Order

- Does not apply. No one requested a *Protection Order* in this case.
- Approved** – The request for a *Protection Order* is approved. The *Protection Order* is filed separately.
- Denied** – The request for a *Protection Order* is denied. The *Denial Order* is filed separately.
- Renewed/Changed** – The existing *Protection Order* filed in or combined with this case is renewed or changed as described in the following order, filed separately (*check one*):
 - Order on Renewal of Protection Order*
 - Order Modifying/Terminating Protection Order*
- Other findings: _____

9. Restraining Order

- Does not apply. No one requested a *Restraining Order* in this case.
- Approved** – The request for a *Restraining Order* is approved. The *Restraining Order* is filed separately.
- Denied** – The request for a *Restraining Order* is denied.
- Other findings: _____

10. Other Findings (if any)

➤ **Court Orders**

11. Decision (*check all that apply*):

- Denied** – The court denies the *Petition to Change a Parenting Plan or Custody Order*. All temporary orders are ended.
- Approved** – The court approves the *Petition*. All temporary orders are ended. The court signed the following orders filed separately today or on (*date*): _____.

- Parenting Plan/Residential Schedule
- Child Support Order
- Other: _____
- Protection Order
- Restraining Order

- The guardian ad litem is discharged.
- Check this box if the court previously signed a temporary Restraining Order and is **not** signing a final Restraining Order in this case. Also check the "Clerk's action required" box in the caption on page 1.

Name of law enforcement agency where the Protected Person lived when the Restraining Order was issued: _____.

To the Clerk: Provide a copy of this Order to the agency listed above within 1 court day. The law enforcement agency must remove the temporary Restraining Order from the state's database.

12. Other Orders (if any)

Ordered.

 Date ▶ Judge or Commissioner

Petitioner and Respondent or their lawyers fill out below.

This document (*check any that apply*):

- is an agreement of the parties
- is presented by me
- may be signed by the court without notice to me

This document (*check any that apply*):

- is an agreement of the parties
- is presented by me
- may be signed by the court without notice to me

▶ _____
 Petitioner signs here **or** lawyer signs here

▶ _____
 WSBA #

 Print Name

 Date

▶ _____
 Respondent signs here **or** lawyer signs here

▶ _____
 WSBA #

 Print Name

 Date

Superior Court of Washington, County of _____

In re:

Petitioner/s *(person/s who started this case)*:

And Respondent/s *(other party/parties)*:

No. _____

Child Support Order

Temporary (TMORS)

Final (ORS)

Clerk's action required: WSSR, 1

Child Support Order

1. Money Judgment Summary

No money judgment is ordered.

Summarize any money judgments from section 23 in the table below.

Judgment for	Debtor's name <i>(person who must pay money)</i>	Creditor's name <i>(person who must be paid)</i>	Amount	Interest
Past due child support from _____ to _____			\$	\$
Past due medical support from _____ to _____			\$	\$
Past due children's exp. from _____ to _____			\$	\$
Other amounts <i>(describe)</i> :			\$	\$
Yearly Interest Rate for child support, medical support, and children's expenses: 12%. For other judgments: _____% <i>(12% unless otherwise listed)</i>				
Lawyer (name):		Represents (name):		
Lawyer (name):		Represents (name):		

➤ **Findings and Orders**

2. The court orders child support as part of this family law case. This is a (*check one*):
 temporary order.
 final order.
3. The *Child Support Schedule Worksheets* attached or filed separately are approved by the court and made part of this order.

4. **Parents' Contact and Employment Information**

Each parent must fill out and file with the court a *Confidential Information* form (FL All Family 001) including personal identifying information, mailing address, home address, and employer contact information.

Important! If you move or get a new job any time while support is still owed, you must:

- Notify the Support Registry, and
- Fill out and file an updated *Confidential Information* form with the court.

Warning! Any notice of a child support action delivered to the last address you provided on the *Confidential Information* form will be considered adequate notice, if the party trying to serve you has shown diligent efforts to locate you.

5. **Parents' Income**

<p>Parent (name): _____</p> <p>Net monthly income \$ _____ <small>(line 3 of the Worksheets)</small></p> <p>This income is (<i>check one</i>): <input type="checkbox"/> imputed to this parent. (<i>Skip to 6.</i>) <input type="checkbox"/> this parent's actual income <small>(after any exclusions approved below).</small></p> <p>Does this parent have income from overtime or a second job? <input type="checkbox"/> No. (<i>Skip to 6.</i>) <input type="checkbox"/> Yes. (<i>Fill out below.</i>)</p> <p>Should this income be excluded? (<i>check one</i>): <input type="checkbox"/> No. The court has included this income in this parent's gross monthly income on line 1 of the <i>Worksheets</i>. <input type="checkbox"/> Yes. This income should be excluded because:</p> <ul style="list-style-type: none"> ▪ This parent worked over 40 hours per week averaged over 12 months, and ▪ That income was earned to pay for <input type="checkbox"/> current family needs <input type="checkbox"/> debts from a past relationship <input type="checkbox"/> child support debt, and ▪ This parent will stop earning this extra income after paying these debts. 	<p>Parent (name): _____</p> <p>Net monthly income \$ _____ <small>(line 3 of the Worksheets)</small></p> <p>This income is (<i>check one</i>): <input type="checkbox"/> imputed to this parent. (<i>Skip to 6.</i>) <input type="checkbox"/> this parent's actual income <small>(after any exclusions approved below).</small></p> <p>Does this parent have income from overtime or a second job? <input type="checkbox"/> No. (<i>Skip to 6.</i>) <input type="checkbox"/> Yes. (<i>Fill out below.</i>)</p> <p>Should this income be excluded? (<i>check one</i>): <input type="checkbox"/> No. The court has included this income in this parent's gross monthly income on line 1 of the <i>Worksheets</i>. <input type="checkbox"/> Yes. This income should be excluded because:</p> <ul style="list-style-type: none"> ▪ This parent worked over 40 hours per week averaged over 12 months, and ▪ That income was earned to pay for <input type="checkbox"/> current family needs <input type="checkbox"/> debts from a past relationship <input type="checkbox"/> child support debt, and ▪ This parent will stop earning this extra income after paying these debts.
--	--

Parent (name): _____ The court has excluded \$ _____ from this parent's gross monthly income on line 1 of the <i>Worksheets</i> . <input type="checkbox"/> Other findings: _____ _____ _____ _____	Parent (name): _____ The court has excluded \$ _____ from this parent's gross monthly income on line 1 of the <i>Worksheets</i> . <input type="checkbox"/> Other findings: _____ _____ _____ _____
---	---

6. Imputed Income

To calculate child support, the court may **impute** income to a parent:

- whose income is unknown, or
- who the court finds is unemployed or under-employed by choice.

Imputed income is not actual income. It is an assigned amount the court finds a parent could or should be earning. (RCW 26.19.071(6))

Parent (name): _____ <input type="checkbox"/> Does not apply. This parent's actual income is used. (<i>Skip to 7.</i>) <input type="checkbox"/> This parent's monthly net income is imputed because (<i>check one</i>): <input type="checkbox"/> this parent's income is unknown. <input type="checkbox"/> this parent is voluntarily unemployed. <input type="checkbox"/> this parent is voluntarily under-employed. <input type="checkbox"/> this parent works full-time but is purposely under-employed to reduce child support. <input type="checkbox"/> this parent is currently enrolled in high school full-time and is voluntarily unemployed or under-employed. The imputed amount is based on the information below: (<i>Options are listed in order of required priority. The court used the first option possible based on the information it had unless a presumed option was rebutted.</i>) <input type="checkbox"/> Pay for 20 hours per week at the minimum wage where this parent lives because this parent is enrolled in high school full-time and is voluntarily unemployed or under-employed. <input type="checkbox"/> Full-time pay at current pay rate. <input type="checkbox"/> Full-time pay based on reliable information about past earnings.	Parent (name): _____ <input type="checkbox"/> Does not apply. This parent's actual income is used. (<i>Skip to 7.</i>) <input type="checkbox"/> This parent's monthly net income is imputed because (<i>check one</i>): <input type="checkbox"/> this parent's income is unknown. <input type="checkbox"/> this parent is voluntarily unemployed. <input type="checkbox"/> this parent is voluntarily under-employed. <input type="checkbox"/> this parent works full-time but is purposely under-employed to reduce child support. <input type="checkbox"/> this parent is currently enrolled in high school full-time and is voluntarily unemployed or under-employed. The imputed amount is based on the information below: (<i>Options are listed in order of required priority. The court used the first option possible based on the information it had unless a presumed option was rebutted.</i>) <input type="checkbox"/> Pay for 20 hours per week at the minimum wage where this parent lives because this parent is enrolled in high school full-time and is voluntarily unemployed or under-employed. <input type="checkbox"/> Full-time pay at current pay rate. <input type="checkbox"/> Full-time pay based on reliable information about past earnings.
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<p>Parent (name): _____</p> <p><input type="checkbox"/> Full-time pay based on incomplete or irregular information about past earnings.</p> <p><input type="checkbox"/> Pay for 32 hours per week at the minimum wage where this parent lives because this parent:</p> <p><input type="checkbox"/> recently graduated from high school.</p> <p><input type="checkbox"/> is on TANF now, or recently came off TANF, public assistance, SSI, or disability.</p> <p><input type="checkbox"/> was recently incarcerated.</p> <p><input type="checkbox"/> Full-time pay at the minimum wage where the parent lives because this parent (<i>check all that apply</i>):</p> <p><input type="checkbox"/> recently worked at minimum wage jobs.</p> <p><input type="checkbox"/> has never been employed.</p> <p><input type="checkbox"/> does not have information about past earnings.</p> <p><input type="checkbox"/> Table of Median Net Monthly Income.</p> <p><input type="checkbox"/> Other (<i>specify</i>):</p> <p>_____</p> <p>_____</p>	<p>Parent (name): _____</p> <p><input type="checkbox"/> Full-time pay based on incomplete or irregular information about past earnings.</p> <p><input type="checkbox"/> Pay for 32 hours per week at the minimum wage where this parent lives because this parent:</p> <p><input type="checkbox"/> recently graduated from high school.</p> <p><input type="checkbox"/> is on TANF now, or recently came off TANF, public assistance, SSI, or disability.</p> <p><input type="checkbox"/> was recently incarcerated.</p> <p><input type="checkbox"/> Full-time pay at the minimum wage where the parent lives because this parent (<i>check all that apply</i>):</p> <p><input type="checkbox"/> recently worked at minimum wage jobs.</p> <p><input type="checkbox"/> has never been employed.</p> <p><input type="checkbox"/> does not have information about past earnings.</p> <p><input type="checkbox"/> Table of Median Net Monthly Income.</p> <p><input type="checkbox"/> Other (<i>specify</i>):</p> <p>_____</p> <p>_____</p>
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7. Limits Affecting the Monthly Child Support Amount

Does not apply. The monthly amount was not affected by the upper or lower limits in RCW 26.19.065.

The monthly amount has been affected by (*check all that apply*):

Low-Income Limits. The self-support reserve and presumptive minimum payment have been calculated in the *Worksheets*, lines 8.a. - d.

The 45% Net Income Limit. The court finds that the paying parent's child support obligations for their biological and legal children are more than 45% of their net income (*Worksheets* line 18). Based on the children's best interests and the parents' circumstances, it is (*check one*): fair. **not** fair to apply the 45% limit. (*Describe both parents' situations*):

Combined Monthly Net Income over \$50,000. Together, the parents earn more than \$50,000 per month (*Worksheets* line 4). The child support amount (*check one*):

is the presumptive amount from the economic table.

is **more** than the presumptive amount from the economic table because (*specify*):

8. Standard Calculation

<i>Parent Name</i>	<i>Standard calculation worksheets line 17</i>
	\$
	\$

Check here if there is a residential split – (each parent has at least one of the children from this relationship living with them most of the time.)

These children (<i>names and ages</i>):	These children (<i>names and ages</i>):
Live with (<i>parent's name</i>):	Live with (<i>parent's name</i>):

The standard calculation for the parent paying support is \$_____.

This is from (*check one*):

The *Attachment for Residential Split Adjustment (Arvey calculation)*, line G (form WSCSS–Attachment for RSA). This *Attachment* to the *Child Support Schedule Worksheets* is approved by the court and made part of this Order.

Other calculation (*specify method and attach Worksheet/s*): _____

9. Deviation from Standard Calculation

Should the monthly child support amount be different from the standard calculation?

No – The monthly child support amount ordered in section **10** is the **same** as the standard calculation listed in section **8** because (*check one*):

No one asked for a deviation from the standard calculation. (*Skip to 10.*)

There is not a good reason to approve the deviation requested by (*name/s*): _____
_____. The facts supporting this decision are (*check all that apply*):

detailed in the *Worksheets*, Part VIII, lines 20 through 26.

the parent asking for a deviation:

has a new spouse or domestic partner with income of \$ _____.

lives in a household where other adults have income of \$ _____.

has income from overtime or a second job that was excluded in section 5 above.

Other (*specify*): _____.

Yes – The monthly child support amount ordered in section 10 is **different** from the standard calculation listed in section 8 because (*check all that apply*):

A parent or parents in this case has:

children from other relationships.

paid or received child support for children from other relationships.

gifts, prizes, or other assets.

income that is not regular (non-recurring income) such as bonuses, overtime, etc.

unusual unplanned debt (extraordinary debt not voluntarily incurred).

tax planning considerations that will not reduce the economic benefit to the children.

very different living costs, which are beyond their control.

The children in this case:

spend significant time with the parent who owes support. The non-standard amount still gives the other parent's household enough money for the children's basic needs. The children do not get public assistance (TANF).

have extraordinary income.

have special needs because of a disability.

have special medical, educational, or psychological needs.

There are (or will be) costs for court-ordered reunification or a voluntary placement agreement.

The parent who owes support has shown it is not fair to have to pay the \$50 per child presumptive minimum payment.

The parent who is owed support has shown it is not fair to apply the self-support reserve (calculated on lines 8.a. – d. of the *Worksheets*).

Other reasons: _____

The facts that support the reasons checked above are (*check all that apply*):

detailed in the *Worksheets*, Part VIII, lines 20 through 26.

the parent asking for a deviation:

has a new spouse or domestic partner with income of \$ _____.

- lives in a household where other adults have income of \$_____.
- has income from overtime or a second job that was excluded in section 5 above.
- as follows: _____

10. Monthly Child Support Amount (Transfer Payment)

After considering the standard calculation in section 8, and whether to apply a deviation in section 9, the court orders the following monthly child support amount (transfer payment).

- (Name): _____ must pay child support to (name): _____ each month as follows for the children listed below (add lines for additional children if needed):

	Child's Name	Age	Amount
1.			\$
2.			\$
3.			\$
4.			\$
5.			\$
Total monthly child support amount:			\$

- Residential Split** – Each parent has at least one of the children from this relationship living with them most of the time. (Name): _____ must pay child support to (name): _____ each month as follows:

Total monthly child support amount: \$

11. Starting Date and Payment Schedule

The monthly child support amount must be paid starting (month, year): _____ on the following payment schedule:

- in one payment each month by the ___ day of the month.
- in two payments each month: ½ by the _____ and ½ by the _____ day of the month.
- other (specify): _____

12. Step Increase or Decrease (for Modifications or Adjustments Only)

- Does not apply.
- Approved** – The court is changing a final child support order. The monthly child support amount is increasing or decreasing by more than 30% from the last final child support order. This causes significant financial hardship to the parent who owes or receives support, so the increase will be applied in 2 equal steps:

- On (date): _____, 6 months after the Starting Date in section 11, the monthly child support amount will be the full amount listed in section 10.
- For 6 months from the Starting Date in section 11 above, the monthly child support amount will be an amount exactly halfway between the old monthly amount and the new monthly amount for a total of \$_____ each month.

- Denied** – The court is changing a final child support order (*check one*):
- but the monthly payment increased or decreased by less than 30%.
 - and the monthly payment increased by more than 30%, but this does not cause a significant hardship to the parent who owes support.
 - and the monthly payment decreased by more than 30%, but this does not cause a significant hardship to the parent who receives support.

13. Periodic Adjustment

- Child support may be changed according to state law. The court is not ordering a specific periodic adjustment schedule below.
- Any party may ask the court to adjust child support periodically on the following schedule **without** showing a substantial change of circumstances:

The *Motion to Adjust Child Support Order* may be filed:

- every ____ months.
- on (date/s): _____
- other (*describe condition or event*): _____

Important! A party must file a *Motion to Adjust Child Support Order* (form FL Modify 521), and the court must approve a new *Child Support Order* for any adjustment to take effect.

- Deadlines, if any (*for example, deadline to exchange financial information, deadline to file the motion*): _____

14. Payment Method (*check either Registry or Direct Pay*)

- Registry** – Send payment to the Washington State Support Registry. The Division of Child Support (DCS) will forward payments to the person owed support and keep records of all payments.

Address for payment: Washington State Support Registry
PO Box 45868, Olympia, WA 98504

Phone number/s: 1 (800) 922-4306 or 1 (800) 442-5437

Important! If you are ordered to send your support payments to the Washington State Support Registry, and you pay some other person or organization, you will **not** get credit for your payment.

the court has approved the parents' written agreement for a different payment arrangement.

16. Temporary Reduction if Incarcerated (Abatement)

Important! Read Support Abatement Warnings at the end of this order.

If the person who owes support is incarcerated:

- The total monthly child support amount may be temporarily reduced to \$10 while the person who owes support is in jail, prison, or a correctional facility for at least 6 months (or serving a sentence of more than 6 months), and has no income or assets available to pay the support.
- If reduced, the support amount will be \$10 a month.
- Beginning the fourth month after the person who owes support is released, support will be 50% of the original amount, or \$50 per child, whichever is more.
- One year after release, support will return to the original amount in section 10.
- Reinstatement of the support amount at 50% does not automatically apply, if a *Petition to Modify Child Support Order* is filed during the period of abatement.

The person who owes support qualifies for abatement. Monthly child support is temporarily reduced (abated) to \$10 and will be reinstated as described above.

17. End Date for Support

Support must be paid for each child until the court signs a different order or (*check one*):

the child turns 18 or is no longer enrolled in high school, whichever happens last, unless the court makes a different order in section 18.

the child turns 18 or is emancipated, unless the court makes a different order in section 18.

after (*child's name*): _____ turns 18. Based on information available to the court, it is expected that this child will be unable to support them self and will remain dependent past the age of 18. Support must be paid until (*check one*):

this child is able to support themselves and is no longer dependent on the parents.

other: _____

Other (*specify*): _____

18. Post-Secondary Educational Support (for College or Vocational School)

Reserved – A parent or non-parent custodian may ask the court for post-secondary educational support at a later date without showing a substantial change of circumstances by filing a *Petition to Modify Child Support Order* (form FL Modify 501). The *Petition* must be filed *before* child support ends as listed in section 17.

Granted – The parents must pay for the children’s post-secondary educational support. Post-secondary educational support may include support for the period after high school and before college or vocational school begins. The amount or percentage each person must pay (*check one*):

will be decided later. The parties may make a written agreement or ask the court to set the amount or percentage by filing a *Petition to Modify Child Support Order* (form FL Modify 501).

is as follows (*specify*): _____

Denied – The request for post-secondary educational support is denied.

Other (*specify*): _____

19. Tax Issues

Important! Although personal tax exemptions are currently suspended under federal law through tax year 2025, other tax benefits may flow from claiming a child as dependent.

The parties will follow the law and IRS rules about claiming children on tax forms.

The parties have the right to claim the children as their dependents for purposes of personal tax exemptions and associated tax credits on their tax forms as follows (*check one*):

Every year – (*name*): _____
has the right to claim (*children’s names*): _____;
and (*name*): _____
has the right to claim (*children’s names*): _____.

Alternating – (*name*): _____
has the right to claim the children for (*check one*): even odd year and
(*name*): _____
has the right to claim the children for the opposite years.

Other (*specify*): _____

For tax years when a non-custodial parent has the right to claim the children, the parents **must** cooperate to fill out and submit IRS Form 8332 in a timely manner.

20. Medical Support

Important! Read the Medical Support Warnings at the end of this order. Medical Support includes health insurance (both public and private) and cash payments towards premiums and uninsured medical expenses.

The court is not ordering how healthcare coverage must be provided for the children because the court does not have enough information to determine the availability of accessible healthcare coverage for the children (coverage that could be used for the children’s primary care). The law requires every parent to provide or pay for medical support. DCS or any parent can enforce this requirement. (*Skip to 21.*)

Private Health Insurance Ordered. (Name): _____ must pay the premium to provide health insurance coverage for the children. The court has considered the needs of the children, the cost and extent of coverage, and the accessibility of coverage.

The other parent must pay their proportional share* of the premium paid. Health insurance premiums (*check one*):

are included on the *Worksheets* (line 14). No separate payment is needed.

are **not** included on the *Worksheets*. Separate payment is needed. A parent or non-parent custodian may ask DCS or the court to enforce payment for the proportional share.

* *Proportional share is each parent's percentage share of the combined net income from line 6 of the Child Support Schedule Worksheets.*

The other parent is **not** ordered to pay for any part of the children's insurance because (*explain*): _____

A parent cannot be excused from providing health insurance coverage through an employer or union solely because the child receives public healthcare coverage.

A parent has been ordered to pay an amount that is more than 25% of their basic support obligation (*Worksheets*, line 19). The court finds this is in the children's best interest because: _____

A parent cannot be ordered to pay an amount towards healthcare coverage premiums that is more than 25% of their basic support obligation (Worksheets, line 19) unless the court finds it is in the best interest of the children.

Public Healthcare Coverage. (Name): _____ has enrolled the child in public healthcare coverage and does not have available at no cost, accessible health insurance coverage through an employer or union.

The other parent must enroll the child in accessible health insurance coverage through their employer or union up to 25% of their basic support obligation.

The other parent must pay their proportional share* of the premium for public healthcare coverage for the child. Public healthcare premiums (*check one*):

are included on the *Worksheets* (line 14). No separate payment is needed.

are **not** included on the *Worksheets*. Separate payment is needed. A parent or non-parent custodian may ask DCS or the court to enforce payment for the proportional share.

* *Proportional share is each parent's percentage share of the combined net income from line 6 of the Child Support Schedule Worksheets.*

The other parent is **not** ordered to pay for any part of the children's healthcare coverage because (*explain*): _____

A parent cannot be excused from providing health insurance coverage through an employer or union solely because the child receives public healthcare coverage.

A parent has been ordered to pay an amount that is more than 25% of their basic support obligation (*Worksheets*, line 19). The court finds this is in the children’s best interest because: _____

Other (*specify*): _____

21. Healthcare Coverage if Circumstances Change or Court has not Ordered

If the parties’ circumstances change, or if the court is not ordering how healthcare coverage must be provided for the children in section **20**:

- A parent, non-parent custodian, or DCS can enforce the medical support requirement.
- If a parent does not provide proof of accessible healthcare coverage (coverage that can be used for the children’s primary care), that parent must:
 - Get (or keep) insurance through their work or union, unless the insurance costs more than 25% of their basic support obligation (line 19 of the *Worksheets*),
 - Pay their share of the other parent’s monthly premium up to 25% of their basic support obligation (line 19 of the *Worksheets*), or
 - Pay their share of the monthly cost of any public healthcare coverage, such as Apple Health or Medicaid, which is assigned to the state.

22. Children’s Expenses Not Included in the Monthly Child Support Amount

Uninsured Medical Expenses – Each parent is responsible for a share of uninsured medical expenses as ordered below. Uninsured medical expenses include premiums, co-pays, deductibles, and other healthcare costs not paid by healthcare coverage.

Children’s Expenses for:	Parent (<i>name</i>): _____ pays monthly	Parent (<i>name</i>): _____ pays monthly	Make payments to:	
			Person who pays the expense	Service Provider
Uninsured medical expenses	Proportional Share*	Proportional Share*	[]	[]

* *Proportional Share is each parent’s percentage share of the combined net income from line 6 of the Child Support Schedule Worksheets.*

Other Shared Expenses (check one):

Does not apply. The monthly amount covers all expenses, except healthcare expenses.

The parents will share the cost of the expenses listed below (*check all that apply*):

Children's Expenses for:	Parent (name):	Parent (name):	Make payments to:	
	pays monthly	pays monthly	Person who pays the expense	Service Provider
[] Daycare: _____ _____	[] Proportional Share* [] \$ _____ [] _____%**	[] Proportional Share* [] \$ _____ [] _____%**	[]	[]
[] Education: _____ _____	[] Proportional Share* [] \$ _____ [] _____%**	[] Proportional Share* [] \$ _____ [] _____%**	[]	[]
[] Long-distance transportation: _____ _____	[] Proportional Share* [] \$ _____ [] _____%**	[] Proportional Share* [] \$ _____ [] _____%**	[]	[]
[] Other (specify): _____ _____	[] Proportional Share* [] \$ _____ [] _____%**	[] Proportional Share* [] \$ _____ [] _____%**	[]	[]

* Proportional Share is each parent's percentage share of the combined net income from line 6 of the Child Support Schedule Worksheets.

** If any percentages ordered are different from the Proportional Share, explain why:

[] Other (give more detail about covered expenses here, if needed): _____

A person receiving support can ask DCS to collect:

- expenses owed directly to them.
- reimbursement for expenses the person providing support was ordered to pay.
- an order for a money judgment from the court.

23. Past Due Child Support, Medical Support, and Other Expenses

[] This order does not address any past due amounts or interest owed.

[] As of (date): _____, no parent owes (check all that apply):

[] past due child support

[] interest on past due child support

25. Other Orders

All of the *Warnings* below are required by law and are incorporated and made part of this order.

Other (*specify*): _____

Ordered.

Dated: _____
Judge or Commissioner

Petitioner and Respondent or their lawyers fill out below:

This document (*check any that apply*):

is an agreement of the parties

is presented by me

may be signed by the court without notice to me

This document (*check any that apply*):

is an agreement of the parties

is presented by me

may be signed by the court without notice to me

Petitioner signs here or lawyer signs here + WSBA No.

Respondent signs here or lawyer signs here + WSBA No.

Print Name Date Print Name Date

If any parent or child received public assistance:

The state Department of Social and Health Services was notified about this order through the Prosecuting Attorney's office, and has reviewed and approved the following:

child support

medical support

past due child support

other (*specify*): _____

Deputy Prosecutor signs here Print name and WSBA No. Date

Parent or Non-Parent Custodian applies for Division of Child Support Enforcement Services:

I ask the DCS to enforce this order. I understand that DCS will keep \$35 each year as a fee if DCS collects more than \$550, unless I ask to be excused from paying this fee in advance. (You may call DCS at 1-800-442-5437. DCS will **not** charge a fee if you have ever received TANF, tribal TANF, or AFDC.)

Parent or Non-Parent Custodian signs here Print name Date (lawyer cannot sign for party)

All the warnings below are required by law and are part of the order. Do not remove.

Warnings!

If you don't follow this child support order...

- DOL or other licensing agencies may deny, suspend, or refuse to renew your licenses, including your driver's license and business or professional licenses, and
- Dept. of Fish and Wildlife may suspend or refuse to issue your fishing and hunting licenses and you may not be able to get permits. (RCW 74.20A.320)

If you receive child support...

You may have to:

- Document how that support and any cash received for the children's healthcare was spent.
- Repay the other parent for any daycare or special expenses included in the support if you didn't actually have those expenses. (RCW 26.19.080)

Support Abatement Warnings!

The Division of Child Support (DCS), the person required to pay support, the payee under this order, or the person entitled to receive support **may ask the court or DCS to temporarily reduce** child support to \$10 per month when the person required to pay support is in jail, prison, or a correctional facility for at least 6 months, or serving a sentence of more than 6 months.

There is a rebuttable presumption that an incarcerated person cannot pay child support. DCS, the payee under this order, or the person receiving the support may overcome the presumption by showing that the person required to pay support has income or other assets available to pay support.

When a request for abatement is made, DCS will review its records and other available information, and decide if abatement is appropriate. DCS will send notice of the decision to the person required to pay support, and to the payee under this order or the person entitled to receive support. Any of those persons may object to DCS's decision.

If at any point during the period of incarceration, a person or DCS later learns of income or other assets available to pay support, a request to terminate or reverse the abatement may be made through DCS or the Office of Administrative Hearings.

Medical Support Warnings!

The parents must keep the Support Registry informed about whether they have access to healthcare coverage for the children at a reasonable cost and to provide the policy information for any such coverage.

If you are ordered to provide children's healthcare coverage...

You have **20 days** from the date of this order to send:

- proof that the children are covered , or
- proof that healthcare coverage is not available as ordered.

Send your proof to the other parent or to the Support Registry (if your payments go there).

If you do **not** provide proof of healthcare coverage:

- The other parent or the support agency may contact your employer or union, without notifying you, to ask for direct enforcement of this order (RCW 26.18.170), and
- The other parent may:
 - Ask the DCS for help,
 - Ask the court for a contempt order, or
 - File a Petition in court.

Don't cancel your employer or union health insurance for your children unless the court approves or your job ends, and you no longer qualify for insurance as ordered in section **20**.

If an insurer sends you payment for a medical provider's service:

- you must send it to the medical provider if the provider has not been paid; or
- you must send the payment to whoever paid the provider if someone else paid the provider; or
- you may keep the payment if you paid the provider.

If the children have public healthcare coverage, the state can make you pay for the cost of the monthly premium.

Always inform the Support Registry and any parent if your access to healthcare coverage changes or ends.

Superior Court of Washington, County of _____

In re:

Petitioner/s (*person/s who started this case*):

And Respondent/s (*other party/parties*):

No. _____

Financial Declaration of
(*name*): _____

(FNDCLR)

Financial Declaration

1. Your personal information

Name: _____

Highest year of education you completed: _____ Your job/profession is: _____

Are you working now?

Yes. List the date you were hired (*month / year*): _____

No. List the last date you worked (*month / year*): _____

What was your monthly pay *before* taxes: \$ _____

Why are you not working now? _____

2. Summary of your financial information

(*Complete this section after filling out the rest of this form.*)

1. Total Monthly Net Income (<i>copy from section 3, line C. 3.</i>)	\$
2. Total Monthly Expenses After Separation (<i>copy from section 7, line I.</i>)	\$
3. Total Monthly Payments for Other Debts (<i>copy from section 9</i>)	\$
4. Total Monthly Expenses + Payments for Other Debts (<i>add line 2 and line 3</i>)	\$
Gross Monthly Income of Other Party (<i>copy from section 3. A.</i>)	\$

3. Income

List monthly income and deductions below for you and the other person in your case. If your case involves child support, this same information is required on your *Child Support Worksheets*. If you do not know the other person's financial information, give an estimate.

Tip: If you do not get paid once a month, calculate your *monthly* income like this:

Monthly income = Weekly x 4.3 or 2-week x 2.15 or Twice a month x 2

A. Gross Monthly Income (before taxes, deductions, or retirement contributions)		
	You	Other Party
Monthly wage / salary		
Income from interest / dividends		
Income from business		
Spousal support / maintenance received (Paid by: _____)		
Other income		
Total Gross Monthly Income (add all lines above)		
Total gross income for this year before deductions (starting January 1 of this year until now)		

B. Monthly Deductions		
	You	Other Party
Income taxes (federal and state)		
FICA (Soc.Sec. + Medicare) or self-employment taxes		
State Industrial Insurance (Workers' Comp.)		
Mandatory union or professional dues		
Mandatory pension plan payments		
Voluntary retirement contributions (up to the limit in RCW 26.19.071(5)(g))		
Spousal support / maintenance paid		
Normal business expenses		
Total Monthly Deductions (add all lines above)		

C. Net Monthly Income		
	You	Other Party
1. Total Gross Monthly Income (from A above)		
2. Total Monthly Deductions (from B above)		
3. Net Monthly Income (Line 1 minus Line 2)		

4. Other Income and Household Income

Tip: If this income is not once a month, calculate the *monthly* amount like this:
 Monthly income = Weekly x 4.3 or 2-week x 2.15 or Twice a month x 2

A. Other Income (Do not repeat income you already listed on page 2.)		
	You	Other Party
Child support received from other relationships		
Other income (From: _____)		
Other income (From: _____)		
Total Other Income (add all lines above)		

B. Household Income (Monthly income of other adults living in the home)		
	Your Home	Other Party's Home
Other adult's gross income (Name: _____)		
Other adult's gross income (Name: _____)		
Total Household Income of other adults in the home (add all lines above)		

5. Disputed Income – If you disagree with the other party's statements about anyone's income, explain why the other party's statements are not correct, and your statements are correct:

6. Available Assets

List your liquid assets, like cash, stocks, bonds, that can be easily cashed.	
Cash on hand and money in all checking & savings accounts	\$
Stocks, bonds, CDs and other liquid financial accounts	\$
Cash value of life insurance	\$
Other liquid assets	\$
Total Available Assets (add all lines above)	

7. Monthly Expenses After Separation

Tell the court what your monthly expenses are (or will be) after separation. If you have dependent children, your expenses must be based on the parenting plan or schedule you expect to have for the children.

A. Housing Expenses		F. Transportation Expenses	
Rent / Mortgage Payment		Automobile payment (<i>loan or lease</i>)	
Property Tax (if not in monthly payment)		Auto insurance, license, registration	
Homeowner's or Rental Insurance		Gas and auto maintenance	
Other mortgage, contract, or debt payments based on equity in your home		Parking, tolls, public transportation	
Homeowner's Association dues or fees		Other transportation expenses	
Total Housing Expenses		Total Transportation Expenses	
B. Utilities Expenses		G. Personal Expenses (not children's)	
Electricity and heating (gas and oil)		Clothes	
Water, sewer, garbage		Hair care, personal care	
Telephone(s)		Recreation, clubs, gifts	
Cable, Internet		Education, books, magazines	
Other (<i>specify</i>):		Other Personal Expenses	
Total Utilities Expenses		Total Personal Expenses	
C. Food and Household Expenses		H. Other Expenses	
Groceries for (<i>number of people</i>): _____		Life insurance (not deducted from pay)	
Household supplies (cleaning, paper, pets)		Other (<i>specify</i>):	
Eating out		Other (<i>specify</i>):	
Other (<i>specify</i>):		Other (<i>specify</i>):	
Total Food and Household Expenses		Total Other Expenses	
D. Children's Expenses		List all Total Expenses from above:	
Childcare, babysitting		A. Total Housing Expenses	
Clothes, diapers		B. Total Utilities Expenses	
Tuition, after-school programs, lessons		C. Total Food and Household Expenses	
Other expenses for children		D. Total Children's Expenses	
Total Children's Expenses		E. Total Health Care Expenses	
E. Health Care Expenses		F. Total Transportation Expenses	
Insurance premium (health, vision, dental)		G. Total Personal Expenses	
Health, vision, dental, orthodontia, mental health expenses not covered by insurance		H. Total Other Expenses	
Other health expenses not covered by insurance		I. All Total Expenses (add A - H above)	
Total Health Care Expenses		<i>Use section 10 below to explain any unusual expenses, or attach additional pages.</i>	

Financial Records – You must provide financial records as required by statute and state and local court rules. These records may include:

- Personal Income Tax Returns
- Partnership or Corporate Income Tax Returns
- Pay stubs
- Other financial records

Important! Do not attach financial records to this form. Financial records should be served on the other party and filed with the court separately using the *Sealed Financial Source Documents* cover sheet (FL All Family 011). If filed separately using the cover sheet, the records will be sealed to protect your privacy (although they will be available to all parties and lawyers in this case, court personnel and certain state agencies and boards.) See GR 22(c)(2).

Superior Court of Washington, County of _____

In re:

Petitioner/s (person/s who started this case):

And Respondent/s (other party/parties):

No. _____

Sealed Financial Source Documents
(Cover Sheet)

(SEALFN)

Clerk's action required.

For use in Family Law and Guardianship cases.

**Sealed Financial Source Documents
(Cover Sheet)**

Use this form as a cover sheet to keep your financial documents **private** from the public. On the first page of each document, write the word "SEALED" 1 inch from the top of the page.

Check the documents you are attaching to this cover sheet to be sealed:

- Income tax records
- Credit card statements
- Checks or the equivalent
- Check registers
- Other financial information sealed by court order (specify): _____
- Pay stubs or other proof of earnings
- Bank statements
- Loan application documents
- Retirement plan orders

Submitted by: Petitioner or lawyer Respondent or lawyer

▶ _____
Sign here

Print name (if lawyer, also provide WSBA #)

Important! The other person and the lawyers in your case can see your **sealed** documents. If you need to keep your address information private for safety reasons, you may cross out or delete your address information.

Superior Court of Washington, County of Spokane

In re:

Petitioner(s):

and

Respondent(s):

No. _____

Notice of Hearing of Motion Family Law Calendar and Instructions on Appearing for Hearing

- Temporary Orders
- Adequate Cause
- Other _____
(please check appropriate box above)

COURT DATE _____

Clerk's action required: **F1**

LR 94.04 and LR 40 (NTHG)

TO: Petitioner Respondent and your Attorney _____

YOU ARE HEREBY NOTIFIED that the motion/petition of Petitioner Respondent, a copy of which is attached along with supporting affidavits/declarations and/or memorandum of authorities, will be heard before the Court Commissioner assigned to hear the Family Law Calendar on:

*Tuesday/Wednesday/Thursday/ Friday (circle one)
_____, 20____ at a time to be determined
(Date)

**YOU MUST CONTACT THE FAMILY LAW DEPARTMENT AT
FAMILYLAW@SPOKANECOUNTY.GOV BY 4 P.M. THREE (3) BUSINESS DAYS
BEFORE YOUR HEARING DATE TO CONFIRM YOUR READINESS**

*** It is the moving party's responsibility to make sure the motion is set on the assigned Court Commissioner's motion day.**

***If the non-moving party does not appear, this motion may be granted.**

To appear in person: 1116 W. Broadway, Spokane, WA 99260 – check docket for courtroom

To appear by video on zoom: (1) log onto: zoom.us or open zoom app; (2) click “join”; (3) enter commissioner zoom ID below.

* Parties who want to appear by phone on zoom must obtain prior permission in courtroom 202.

Your assigned judicial officer’s **Zoom Meeting ID** number is marked with an X in the left column.

	Assigned Judicial Officer	Zoom Meeting ID
	Chavez	461 683 7190
	Cruz	785 953 3691
	Pelc	523 109 8521
	Ressa	382 218 4754
	Rugel	680 342 2980
	Scharosch	823 091 1413
	Stewart	968 843 4881
	Swenumson	409 955 7821
	Unassigned	TBD – Review posted docket

The Court will schedule hearing times and assignments as outlined in Family Law Procedures on www.spokanecounty.gov . Parties shall access their hearing time and assignment at noon two days before the hearing by locating the docket online at: <https://www.spokanecounty.gov/1688/Assignments-Calendar-Schedules> or <https://www.spokanecounty.gov/1397/Family-Court>

If you do not agree with the motion/petition, you must respond in writing, in the form of an affidavit or declaration, and file the original with the Clerk of Court and serve a copy on the other party or their attorney at least seven days before the hearing date. The moving party may reply to your response by filing the original with the Clerk of Court and serving you a copy at least three days before the hearing. If the motion/petition is asking for financial relief (temporary child support, spousal maintenance or attorney’s fees), you **MUST** submit a Financial Declaration (form WPF DR 01.0550).

The hearing will be based on the affidavits/declarations submitted and each side may be allowed ten minutes of argument, with oral testimony only when permitted by prior court order.

You are further notified that if the motion has raised issues of law for the Court to consider, you must complete the “Authorities” section below. Don’t file this section if it is blank.

Signature of Attorney/Moving Party
Bar No.: _____

Printed Name

Notice to moving party: You must provide an address where you agree to accept documents.

Address

Email

Phone Number

(Cite those authorities, which form primary basis for your legal position. Where case authority is cited, provide reference to specific page of opinion, which is controlling. Likewise reference applicable sections of subsection of statutes or court rules. This does not substitute for a Memorandum of Authorities.)

Applicable Court Rule:

Applicable Statute:

Applicable Case Law:

JOINT MOTION STATUS SHEET
FAMILY LAW / PATERNITY

FILL OUT ENTIRE FORM OR YOUR CASE WILL NOT BE SET ON THE DOCKET

MOTION HEARING DATE: _____ ASSIGNED COMMISSIONER: _____

Court File No: _____ / Name of Case: _____ v. _____

Motion(s) filed on _____ Dkt. # _____

****THE MOTION(S) SET FOR HEARING IS/ARE (check all that apply):**

Temporary Orders (New Case): Parenting Plan/Residential Schedule
 Financial Issues
 Other: _____

Contempt of Court Re: Parenting Plan/Residential Schedule
 Financial Issues
 Other: _____

Adequate Cause for custody modification Change of placement is requested

Relocation Temporary Relocation is requested

Modification of Temporary Order(s) Re: Parenting Plan/Residential Schedule
 Financial Issues
 Other: _____

Other Issues: _____

Objections to late filed declarations (If available, identify the docket number of the document):

DOCUMENTS TO BE READ BY COURT: *See* Local Special Proceedings Rule (LSPR) 94.04(h)
 (Continue on separate page if needed).

Docket # ¹	Date filed	Name of Document	# of Pages

Failure of the parties to confer and participate in the completion of this motion status sheet in good faith may result in the hearing being continued/stricken and/or the imposition of sanctions.

 Petitioner/Attorney for petitioner

 Respondent/Attorney for respondent

 Guardian ad Litem

¹ Docket numbers may be found on the Spokane County Court Viewer:
<https://cp.spokanecounty.org/courtdocumentviewer/> or at the Clerk's Office – Room 300.

GR 34
(WAIVER OF CIVIL FILING FEE AND SURCHARGES)
SPOKANE COUNTY FAMILY COURT FACILITATOR

Checklist of Steps to Complete:

_____ 1. If you are on a low or fixed income and feel you may qualify to have all or part of the filing fee waived, pick up in Clerk's Office, Room 300, between the hours of 8:30 a.m. – 12:00 noon and 1:00 p.m. – 4:00 p.m., Monday through Friday, Cashier's Window and fill out the **GR 34 Motion and Declaration for Waiver of Civil Filing Fees and Surcharges** (fee waiver form) completely and sign. Print clearly in black ink or type.

Current filing fees are as follows:

- \$314 for divorce, legal separation or invalidity action;
- \$260 for paternity action;
- \$260 for minor guardianship action;
- \$56 modification of child support or parenting plan/custody decree action;
- \$260 for modification of out of county or out of state order

_____ 2. Make one copy of the original form for your records.

_____ 3. Take all original documents you intend to file and the **GR 34 Motion and Declaration for Waiver of Civil Filing Fees and Surcharges** (on top) to Superior Court Courtroom 202 (Ex Parte Court) between the hours of 9:00 a.m. - 12:00 p.m. and 1:30 p.m. - 4:00 p.m, Mondays, Wednesdays or Fridays **OR** 1:30 p.m. – 4:00 p.m., on Tuesdays or Thursdays. Give these documents to the Clerk and take a seat in the courtroom. The Commissioner will review your documents. If there are any questions from the court, answer respectfully.

_____ 4. If your Waiver is signed by the Court Commissioner, take all documents to the Spokane County Superior Court Clerk, Room 300, between the hours of 8:30 a.m. – 4:00 p.m., Monday through Friday, Cashier's Window (to the far right when you enter). The Court Clerk will file all documents to start the action. Enter the case number and date stamp on the front page of each of your copies.