

UNMARRIED PARENTS, ESTABLISHING A PARENTING PLAN AND/OR CHILD SUPPORT (SERVICE MAY OR MAY NOT BE REQUIRED)

1. Confidential Information
 - FL All Family 001
2. Summons: Notice about a Petition for a Parenting Plan, Res. Schedule, and/or Child Support
 - FL Parentage 330
3. Petition for a Parenting Plan, Residential Schedule and/or Child Support
 - FL Parentage 331
4. Parenting Plan
 - FL All Family 140
5. Sealed Birth Certificate/Parentage Doc. Cover Sheet
 - FL Parentage 329
6. Washington State Child Support Worksheet-
<https://fortress.wa.gov/dshs/dcs/SSGen/Home> (online resource for assistance)
7. Proof of Personal Service
 - Fl All Family 101
8. Service Accepted
 - FL All Family 117
9. Sharing the Children Seminar
10. 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.



**UNMARRIED PARENTS
ESTABLISHING A PARENTING PLAN
AND/OR CHILD SUPPORT
(SERVICE MAY OR MAY NOT BE REQUIRED)**

SPOKANE COUNTY FAMILY COURT FACILITATOR

These are instructions for the procedure to establish a residential schedule/parenting plan and/or child support in cases where the paternity affidavit has been signed by both parents.

These instructions are only for cases where a paternity affidavit has been signed by both parents.

TALK WITH AN ATTORNEY, IF POSSIBLE: These instructions are not a substitute for legal advice. The laws and court rules are complex and following these instructions will not guarantee you a favorable result. It is always advisable to talk to a lawyer about your case. Even in cases where there may be agreement, obtaining attorney advice is important.

Checklist of steps to complete:

_____ 1. **Obtain a copy of the paternity affidavit or birth certificate.**

IT IS REQUIRED that a copy of the paternity affidavit or birth certificate be filed with the court in your action to Petition for a Parenting Plan, Residential Schedule and/or Child Support. A copy may be obtained from the Center for Health Statistics (CHS) by either the mother or father. The request needs to be sent to: **Center for Health Statistics, PO Box 9709, Olympia, WA 98507-9709.**

If you have questions about the paternity affidavit or birth certificate, please contact the paternity specialists at the Department of Health in Olympia at 360-236-4336 or 360-236-4335.

_____ 2. Fill out the following papers completely and sign. Print clearly in black ink or type.

- () *Confidential Information Form (FL All Family 001)*
- () *Summons: Notice about Petition for Parenting Plan, Residential Schedule, and/or Child Support (FL Parentage 330)*
- () *Petition for a Parenting Plan, Residential Schedule and/or Child Support (FL Parentage 331)*
- () *Parenting Plan (FL All Family 140)*

- () *Child Support Worksheets (WSCSS – Worksheets)*
(<https://fortress.wa.gov/dshs/dcs/SSGen/Home>)
(if child support has **not** already been established administratively by the Division of Child Support – if child support **HAS** been determined by DCS, you will need to file a copy of that order with the Clerk).
- () *Proof of Personal Service (FL All Family 101)*

_____ 3. **File with the Clerk.** Make two copies (original plus two copies) of all documents and staple each separate document. The Clerk's Office is located in Room 300, Spokane County Courthouse, 1116 West Broadway, Spokane, Washington 99260. They are open Monday through Friday, from 8:30 a.m. to noon and from 1:00 p.m. to 4:00 p.m. The filing fee is \$310.00.

_____ 4. **If the other party did NOT sign the Petition, Parenting Plan and Child Support Worksheets, you must have the other party served** by a third party over the age of 18, with the *Summons, Notice about Petition for Parenting Plan, Residential Schedule, and/or Child Support, Petition for a Parenting Plan, Residential Schedule and/or Child Support, Parenting Plan and Child Support Worksheets* (if child support has not been determined administratively by the Division of Child Support).

The Server completes the *Proof of Personal Service* form (**FL All Family 101**). You need to make a copy of it for your records and file the original with the Clerk's Office Room 300.

_____ 5. Make arrangements to attend the Sharing the Children Education Seminar. You cannot finish your legal action until there is verification in the court file of your attendance.

_____ 6. If not agreed, wait for response or for response period to run (20 days if served in the State of Washington, and 60 days if served out-of-State.)

How you proceed in the next step will depend on *if a response has been filed or not.*

No response has been received or filed within the deadline: If the other party has not responded or a notice of appearance has not been made by the deadline set out in the summons, you may have a default order entered and the matter resolved as you proposed in the papers that were served. (You may check to see if a response has been filed by calling the Clerk's Office at 509-477-2211).

Before you may finalize your action, background checks on both parents must be completed. You may obtain the background check coversheet (JIS) from Room 200 of the Courthouse. Or you may download the JIS coversheet here:

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

Please be aware that the background check process takes two (2) business days to complete.

Prepare the two default papers:

- () *Motion for Default* (**FL All Family 161**);
- () *Order on Motion for Default* (**FL All Family 162**);

And the following final documents which must be the same as proposed in the documents the other party was initially served with:

- () *Final Order and Findings for a Parenting Plan, Residential Schedule and/or Child Support* (**FL Parentage 333**);
- () Parenting Plan (**FL All Family 140**) marked and signed as final order;
- () Child Support Worksheets (**WSCSS – Worksheets**)
- () *Child Support Order* (**FL All Family 130**) (if child support has **NOT** been determined administratively by the Division of Child Support)
- () JIS Coversheet (**Spokane County Form**)
<https://www.spokanecounty.gov/DocumentCenter/View/3665/JIS-Cover->

Be sure the case number is on all the documents and that you sign them all on the last page where it says: "presented by." Additionally, you MUST deliver a copy of the JIS coversheet to the Family Law Office (Room 200) at least TWO court days prior to finalizing your Parenting Plan in ex-parte.

Make two copies of all the documents. *Take your originals of the papers you have prepared to Courtroom 202 Monday from 10:30 a.m. to 12:00 p.m. and 1:30 p.m. - 4:00 p.m., Wednesday or Friday between the hours of 9:00 a.m. – noon and 1:30 p.m. – 4:00 p.m.* Take a seat in the Courtroom and wait your turn.

After the judge or court commissioner has signed the documents, return to the Clerk's Office and "conform" your copies by date stamping the top of the front page of each document and stamping in the judge's or commissioner's name on the line on the last page of each document. Send the other party a set of copies.

This completes the action.

If a response has been filed, this is a contested matter and may proceed to trial.
See an attorney or the Family Court Facilitator for further instruction.

NOTE: CHILD SUPPORT AND PUBLIC ASSISTANCE

The below requirements apply to you only if child support is being established and only if you now or have ever received a public assistance cash grant from DSHS for the child:

If it is an agreed matter, you must obtain the signature of an attorney with the Spokane County Prosecutor's Family Law Division approving the *Child Support Order* prior to presenting it to the judge or commissioner for entry;

The law requires that notice must be given to them 20 days before the entry of a final order; if it is not agreed, they must be supplied with copies of the same documents that the other party is served with;

If a default is to be entered against the other party, the *Child Support Order* to be presented along with it must be approved by them prior to it being presented to a judge or court commissioner;

If it is a contested case going to trial, they must be given notice as a party so that they may participate on behalf of the State of Washington; and

If temporary motions are being made, they must be given the same notice as the other parent.

- 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): [] same as mailing address [] 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 parenting and support of:

Children:

Petitioner (*person who started this case*):

And Respondent (*other parent*):

No. _____

Summons: Notice about Petition for Parenting Plan and/or Child Support (SM)

Summons: Notice about Petition for Parenting Plan and/or Child Support

To the Respondent: The petitioner has started an action asking the court for a parenting plan and/or child support.

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

Petitioner Petitioner's Lawyer (*name*):

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

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

Email (*optional*) – Petitioner agrees to accept service of legal papers for this case by email at this address: _____

Superior Court of Washington, County of _____

Court's Address for Filing:

You must **respond in writing** for the court to consider your side.

Deadline! Your *Response* must be served on Petitioner within **20 days** of the date you were served this *Summons* (or 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 Petitioner's requests 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 Petitioner is asking for.
2. **Fill Out** the *Response to Petition for a Parenting Plan and/or Child Support* (FL Parentage 332). 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 Petitioner at the Petitioner's address for service on page 1.
4. **File** your original *Response* with the clerk of the court at the court's address for filing on page 1.

▶ _____
Signature of Petitioner or lawyer _____
Date

Print name of Petitioner 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 Petitioner file this case with the court. Your demand must be in writing and must be served on Petitioner or their lawyer (whoever signed this *Summons*). If Petitioner 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 Petitioner 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 parenting and support of:
Children:

Petitioner *(person who started this case)*:

And Respondent *(other parent)*:

No. _____

Petition for a Parenting Plan and/or Child Support
(PTPPCS)

**Petition for a Parenting Plan
and/or Child Support**

Use this form to ask for a Parenting Plan or Child Support Order **only if** parentage has already been established by:

- Acknowledgment of Parentage, or
- Court order that decided parentage.

If parentage was established by a court order, use this form **only if** your proposed plan or schedule would not change the custodian named in the order establishing parentage.

1. **My name is:** _____ . I ask the court to approve a *(check all that apply)*:

[] Parenting Plan [] Child Support Order.

2. **Children**

Respondent *(name)*: _____, and I are parents of the following children:

	Child's name	Age	Lives with:	In (county and state):
1.			<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent	
2.			<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent	
3.			<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent	
4.			<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent	

3. Was parentage established by court order?

(Repeat this section for each child as needed.)

No. Parentage was established by *Acknowledgment of Parentage*. *(Skip to 4.)*

Yes. A court signed a *Final Parentage Order* or other order establishing parentage for *(child's name)*: _____, but the court did not sign a *Parenting Plan* for that child.

The parentage order was signed in *(county/state)*: _____, in case number: _____ on *(date)*: _____.

➤ *Attach or file a certified copy of the parentage order if it was issued in a different county or state from where you are filing this Petition.*

The parentage order named *(parent)*: _____ as custodian. My proposed plan or schedule would **not** change the custodian named in the parentage order.

➤ *If you want to change the custodian, you must file a Petition to Change a Parenting Plan, Residential Schedule or Custody Order (form FL Modify 601) instead of this Petition.*

4. Was parentage established by Acknowledgment of Parentage?

(Repeat this section for each child as needed.)

No. Parentage was established by court order as described above. *(Skip to 5.)*

Yes. The Petitioner and Respondent signed an *Acknowledgment of Parentage* for *(child's name)*: _____ that was filed with the appropriate agency of the State of _____ on *(date)*: _____.

➤ *You must file a copy of the Birth Certificate or Acknowledgment of Parentage with this petition. Use a cover sheet (form FL Parentage 329) to keep it private (sealed).*

Was the mother married or in a registered domestic partnership when the child was born (or within 300 days before)?

No. *(Skip to 5.)*

- Yes.** Her spouse/partner (name) _____, signed a *Denial of Parentage* that was filed with the appropriate agency of the State of _____ on (date) _____.
- You must file a copy of the *Denial of Parentage* with this petition. Use a cover sheet (form FL Parentage 329) to keep it private (sealed).

5. Was an Acknowledgment of Parentage filed in Washington State?
(Repeat this section for each child as needed.)

- No.** Parentage was established by court order as described above. (Skip to 6.)
- No.** Parentage was established by *Acknowledgment of Parentage* in a different state than Washington. (Skip to 6.)
- Yes.** The *Acknowledgment of Parentage* for (child's name): _____ was filed in Washington state.
- a. Effective date** – The *Acknowledgment of Parentage* (and *Denial*, if any) became effective (valid) on the date the child was born or the date the *Acknowledgment of Parentage* (and *Denial*, if any) was filed with the Washington State Registrar of Vital Statistics, whichever was later.
- b. Deadline to withdraw** – The deadline to withdraw (rescind) the *Acknowledgment of Parentage* or *Denial* has passed because:
- it has been **more** than 60 days from the effective date.
- it has been **less** than 60 days from the effective date; **but** everyone who signed the *Acknowledgment* (and *Denial*, if any) was before the court to decide an issue about the child on (date) _____.
- c. Deadline to challenge** – (check one):
- The deadline to challenge the *Acknowledgment of Parentage* or *Denial* has passed. It has been **more** than 4 years since the effective date.
- The deadline to challenge the *Acknowledgment of Parentage* or *Denial* has **not** passed. It has been **less** than 4 years since the effective date; **but** the Petitioner says:
- The child's acknowledged father is the father,
 - No court has said that another man is the child's father,
 - There are no other open court cases to decide who the child's father is, **and**
 - Notice has been given to all other men who claimed to be this child's father.

6. Jurisdiction over parents

Fill out below to say if a Washington state court has personal jurisdiction (authority to make decisions) over the Respondent (name): _____.

Basis for personal jurisdiction (check all that apply):

- Will be served in Washington
- Lives in Washington now
- Lived in Washington with child

- Lived in Washington and paid pregnancy costs or support for child
- Caused child to live in Washington
- Had sex in Washington that may have produced the child
- Signed a Washington Acknowledgment of Parentage
- Had parentage established by a Washington state court order
- Agrees to Washington deciding
- None of the above (no personal jurisdiction)

Warning! If the court does **not** have personal jurisdiction over the Respondent, it cannot order child support, fees & costs, or restraining orders.

7. 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 8.)*

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>	
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>	

8. 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 any of the children?

(Check one): No. (Skip to 9.) 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):

9. Other court cases involving a child

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

(Check one): No. (Skip to 10.) 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):
			<input type="checkbox"/> All children <input type="checkbox"/> (Name/s):

10. Jurisdiction over children (RCW 26.27.201 – .221, .231, .261, .271)

The court can order a *Parenting Plan* 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):

Exclusive, continuing jurisdiction – A Washington court has already made a custody order or parenting plan for the children, and the court still has authority to make other orders for (children’s names): _____.

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; **and**
 - There is a lot of information (substantial evidence) about the children's care, protection, education, and relationships in this state.
- Other state declined** – The courts in other states (or tribes) that might be (*children's names*): _____'s home state have refused to take this case because it is better to have this case in Washington.
- Temporary emergency jurisdiction** – The 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, brother, or sister) were abused or threatened with abuse. (*Check one*):
- A custody case involving the children was filed in the children's home state (*name of state or tribe*): _____. Washington should take temporary emergency jurisdiction over the children until the Petitioner can get a court order from the children's home state (or tribe).
- There is **no** valid custody order or open custody case in the children's home state (*name of state or tribe*): _____. If no case is filed in the children's home state (or tribe) by the time the children have been in Washington for 6 months, (*date*): _____, Washington should have final jurisdiction over the children.
- Other reason (*specify*): _____
-

11. Parenting Plan

Has a court already approved a *Parenting Plan*?

Check one: Yes No

➤ If **Yes**:

My plan was approved by a court on (*date*): _____

in (*county/state*): _____

in case number: _____.

➤ If **No**: Do you want the court to order a *Parenting Plan*?

Check one: Yes No

If Yes: My proposed *Parenting Plan* (form FL All Family 140) (check one): is attached will be filed and served at a later date.

Important! The court can order a *Parenting Plan* in this case only if a court has not already approved one. To change an earlier plan, use the *Petition to Change a Parenting Plan, Residential Schedule or Custody Order* (form FL Modify 601).

12. Child Support

I ask the court to order child support. (Check the orders you want the court to approve):

Order child support, including medical support, according to state law.

Order the Respondent to pay past support, medical costs, and other costs for the children.

Order Respondent to pay their proportionate share of (check all that apply):

daycare expenses

long-distance transportation expenses

education expenses

post-secondary (college or vocational school) support

other child-related expenses (specify): _____

Order that we have the right to claim the children as dependents for purposes of personal tax exemptions and associated tax credits on our tax forms as follows (describe):

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

There is no need for the court to make a child support order because a child support order has already been established.

My child support order was approved on (date): _____

by a court agency in (county/state): _____

In case number: _____.

Supplement to Administrative Order. DCS child support orders do not cover tax issues or post-secondary (college or vocational school) support. I have an administrative order in DCS case number/s: _____. Because these issues are not in the administrative order, I ask the court to order (check all that apply):

We have the right to claim the children as dependents for purposes of personal tax exemptions and associated tax credits on our tax forms as follows (describe):

Respondent to pay their proportionate share of post-secondary (college or vocational school) support.

The court does not have jurisdiction to order child support.

Important! The court can approve a child support order in this case only if a court has not already approved one. To change an earlier child support order that was approved by a court, use the *Petition to Modify Child Support Order* (form FL Modify 501) or *Motion to Adjust Child Support Order* (form FL Modify 521).

You **can** get a new child support order in this case if your earlier order was from an agency such as the Division of Child Support (DCS).

13. 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 PO 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 the other parent and me. (Attach a copy of the *Protection Order* if you have one):

Court that issued the order: _____

Case number: _____

Expiration date: _____

The court does not have jurisdiction to enter a protection order.

14. Restraining Order

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

No. (Skip to 15.)

Yes. Check the type of orders you want:

Do not disturb – Order the Respondent not to disturb my peace or the peace of any child listed in **2**.

Stay away – Order the Respondent not to go onto the grounds of or enter my home, workplace, vehicle, or school, and the daycare or school of any child listed in **2**.

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 **2**.

Do not hurt or threaten – Order the Respondent:

- Not to assault, harass, stalk or molest me or any child listed in **2**; 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 the Respondent:
- 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 he/she possesses to (*check one*): the police chief or sheriff. their lawyer. other person (*name*): _____.

Other orders: _____

Important! If you want a restraining order **now**, you must file a Motion for Temporary Family Law Order and Restraining Order (FL Parentage 323) or a Motion for Immediate Restraining Order (Ex Parte) (FL Parentage 321).

15. Fees and Costs

- Does not apply.
- I ask the court to order the Respondent to pay lawyer fees, guardian ad litem fees, court costs, and other reasonable costs.

16. Other Orders

- Does not apply.
- I ask the court to order (*specify*): _____

17. Summary of Requests

I ask the court to approve the following orders (*check all that apply*):

- Petitioner's proposed *Parenting Plan*.
- Child Support Order*, according to the Washington State Child Support Schedule.
- Protection Order*.
- Restraining Order*.
- Payment of lawyer fees, guardian ad litem fees, court costs, and other reasonable costs.
- Other (*specify*): _____

Petitioner 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 are true.

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



Petitioner signs here *Print name*

Petitioner's lawyer (if any) fills out below:



Petitioner's lawyer signs here *Print name and WSBA No.* *Date*

[] Respondent 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* 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.

[] I ask the Petitioner to 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.)

Address *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.)



Respondent signs here *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. _____

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

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

No. _____

Sealed Birth Certificate or Parentage Document (Cover Sheet)

(XSADP)

Clerk's action required

**Sealed Birth Certificate or Parentage Document
(Cover Sheet)**

Use this form as a cover sheet to keep your 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:

- Birth Certificate
- Acknowledgment of Parentage
- Denial of Parentage

Submitted by: Petitioner or lawyer Respondent or lawyer

▶ _____
Sign here

Print name (and WSBA No., if lawyer)

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.

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. _____

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

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

No. _____

Service Accepted
(ACSR)

Service Accepted

1. I am *(name)*: _____ . I accept service of the following documents *(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 served that is not already listed.)

<input type="checkbox"/> Petition to/for _____ _____	<input type="checkbox"/> Notice of Hearing _____
<input type="checkbox"/> Summons	<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 Dependents	<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"/> Other: _____

<input type="checkbox"/> Declaration of: _____	<input type="checkbox"/> Other: _____
<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: _____
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____

2. Personal Jurisdiction (*check one*):

- I **agree** this court has jurisdiction over me (or my client) for this case.
- I **do not agree** this court has jurisdiction over me (or my client) for this case because:

Signing this form means you agree that you have *received* the court papers for this case. It does not mean that you *agree* with the papers.

If you sign below, you must also list an address where you agree to accept legal papers for this case. This may be a lawyer's address or any other address.

_____ _____ _____
Sign here *Print name (if lawyer, also provide WSBA #)* *Date*

street address or P.O. 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 should file 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.)*

I am the lawyer for (*name*): _____

Sharing the Children Seminar

All parties in domestic cases which involve minor children (dissolution of marriage, legal separation, paternity actions, establishment of a parenting plan) are **required** to attend a parent education seminar within 60 days of service of the petition on the respondent; or a finding of paternity being entered (local Court Rule 94.03).

The seminar focuses on helping parents understand and address the needs of their children brought on by this legal action and disruption of the family.

The seminar is currently being offered by the following agencies and individuals:

1. Fulcrum Institute

838-2799

Classes held one or two times per month, on Wednesday evenings from 6 to 9 p.m. at the Institute, 1212 N. Washington Suite 206, Spokane WA 99201.

www.fulcrumdispute.com

2. Northwest Mediation Center

456-0103 ext 3

Classes held the 1st Monday of the month, from 6 to 9 p.m. and the 4th Tuesday of the Month, from 6 to 9 p.m., via ZOOM.

Classes are also held the 3rd Thursday of the month, from 6 to 9 p.m., and the following Saturday, from 9 a.m. to noon, via ZOOM.

Register at www.nwmediationcenter.com/sharing-the-children

Parties should contact these agencies or individuals directly for further information and registration.

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.