

## Family Law Forms

# Package 74 - Joint Petition to Determine Paternity and For Related Relief

What t	this package contains:
1	Joint petition to determine paternity, custody, support, visitation and parental responsibility. This form is designed to be signed by both parents, a blood
	test is not automatically ordered.
	Financial affidavits, Mandatory Disclosure, UCCJEA affidavit, support guidelines worksheet.
	Notice of hearing.
How th	his package may be used:
	To establish paternity, child support, visitation, and parental responsibility of a minor child when the parents were not married. ( <i>Note: Domestic Violence Restraining orders often contain custody or child support provisions.</i> A
_	restraining order is not the same as a paternity case.)
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How th	his package may NOT be used:
	If you have an existing order addressing paternity or child support (other than a domestic violence restraining order)
	To change visitation, custody, or parental responsibility if there has already been an order on those matters.
	By anyone other than the natural parents of the child. <i>If one parent is a minor, their parent may file on their behalf.</i>

LAST UPDATE 7-2006

### Forms for Use With

### Joint Petition To Determine Paternity And For Related Relief - 74

### <u>Index</u>

### **Information:**

- Appendix General Information for Pro Se Litigants
- Mediation Information
- Information concerning required class
- Address and telephone number list

Form No.	Name of Form
FFLF 12.900(a)	Disclosure from Nonlawyer
FFLF-L	Civil Cover Sheet
FFLF-L	Jt. Petition to Determine Paternity and for Related Relief
FFLF 12.902(j)	Notice of Social Security Number*
FFLF 12.902(j)	Notice of Social Security Number*
	* Each party must complete and file this form.
FFLF 12.902(d)	Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)
	Affidavit
FFLF 12.902(b)	Financial Affidavit - Under \$50,000.00 Annual Income*
FFLF 12.902(b)	Financial Affidavit - Under \$50,000.00 Annual Income*
FFLF 12.902(c)	Financial Affidavit - Over \$50,000.00 Annual Income *
FFLF 12.902(c)	Financial Affidavit - Over \$50,000.00 Annual Income *
	* Both parties must file a financial statement, use the form appropriate to
	your income.

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FFLF 12.932	Certificate of Compliance With Mandatory Disclosure*
FFLF-L	Waiver of Mandatory Disclosure *
	* Each party must complete mandatory disclosure or agree to waive this

requirement. Use the form(s) appropriate to your case.

### Miscellaneous forms:

FFLF 12.902(e)	Child Support Guidelines Worksheet
FFLF-L	Motion To/For
FFLF 12.924	Notice for Trial
FFLF 12.923	<b>Notice of Hearing (General)</b>

FFLF = Florida Supreme Court Approved Family Law Form/Florida Family Law Rules of Procedure Form FFLF-L = Sixth Judicial Circuit Local Form

### FAMILY LAW FORMS, COMMENTARY, AND INSTRUCTIONS

### GENERAL INFORMATION FOR SELF-REPRESENTED LITIGANTS

You should read this General Information thoroughly before taking any other steps to file your case or represent yourself in court. Most of this information is not repeated in the attached forms. This information should provide you with an overview of the court system, its participants, and its processes. It should be useful whether you want to represent yourself in a pending matter or have a better understanding of the way family court works. This is not intended as a substitute for legal advice from an attorney. Each case has its own particular set of circumstances, and an attorney may advise you of what is best for you in your individual situation.

These instructions are not the only place that you can get information about how a family case works. You may want to look at other books for more help. The Florida Statutes, Florida Family Law Rules of Procedure, Florida Rules of Civil Procedure, and other legal information or books may be found at the public library or in a law library at your county courthouse or a law school in your area. If you are filing a petition for **Name Change** and/or **Adoption**, these instructions may not apply.

If the word(s) is printed in **bold**, this means that the word is being emphasized. Throughout these instructions, you will also find words printed in **bold** and **underlined**. This means that the definitions of these words may be found in the glossary of common family law terms at the end of this general information section.

#### Commentary

1995 Adoption. To help the many people in family law court cases who do not have attorneys to represent them (pro se litigants), the Florida Supreme Court added these simplified forms and directions to the Florida Family Law Rules of Procedure. The directions refer to the Florida Family Law Rules of Procedure or the Florida Rules of Civil Procedure. Many of the forms were adapted from the forms accompanying the Florida Rules of Civil Procedure. Practitioners should refer to the committee notes for those forms for rule history.

The forms were adopted by the Court pursuant to Family Law Rules of Procedure, 667 So. 2d 202 (Fla. 1995); In re Petition for Approval of Forms Pursuant to Rule 10-1.1(b) of the Rules Regulating the Florida Bar—Stepparent Adoption Forms, 613 So. 2d 900 (Fla. 1992); Rules Regulating the Florida Bar—Approval of Forms, 581 So. 2d 902 (Fla. 1991).

Although the forms are part of these rules, they are not all inclusive and additional forms, as necessary, should be taken from the Florida Rules of Civil Procedure as provided in Florida Family Law Rules of Procedure. Also, the following notice has been included to strongly encourage individuals to seek the advice, when needed, of an attorney who is a member in good standing of the Florida Bar.

**1997 Amendment.** In 1997, the Florida Family Law Forms were completely revised to simplify and correct the forms. Additionally, the appendices were eliminated, the instructions contained in the appendices were incorporated into the forms, and the introduction following the Notice to Parties was created. Minor changes were also made to the Notice to Parties set forth below.

### NOTICE TO PARTIES WHO ARE NOT REPRESENTED BY AN ATTORNEY WHO IS A MEMBER IN GOOD STANDING OF THE FLORIDA BAR

If you have questions or concerns about these forms, instructions, commentary, the use of the forms, or your legal rights, it is strongly recommended that you talk to an attorney. If you do not know an attorney, you should call the lawyer referral service listed in the yellow pages of the telephone book under "Attorney." If you do not have the money to hire an attorney, you should call the legal aid office in your area.

Because the law does change, the forms and information about them may have become outdated. You should be aware that changes may have taken place in the law or court rules that would affect the accuracy of the forms or instructions.

In no event will the Florida Supreme Court, The Florida Bar, or anyone contributing to the production of these forms or instructions be liable for any direct, indirect, or consequential damages resulting from their use.

### **FAMILY LAW PROCEDURES**

Communication with the court... <u>Ex parte</u> communication is communication with the judge with only one party present. Judges are not allowed to engage in ex parte communication except in very limited circumstances, so, absent specific authorization to the contrary, you should not try to speak with or write to the judge in your case unless the other <u>party</u> is present or has been properly notified. If you have something you need to tell the judge, you must ask for a <u>hearing</u> and give notice to the other party or file a written statement in the court file and send a copy of the written statement to the other party.

**Filing a case...** A case begins with the filing of a <u>petition</u>. A petition is a written request to the court for some type of legal action. The person who originally asks for legal action is called the <u>petitioner</u> and remains the petitioner throughout the case.

A petition is given to the <u>clerk of the circuit court</u>, whose office is usually located in the county courthouse or a branch of the county courthouse. A case number is assigned and an official court file is opened. Delivering the petition to the clerk's office is called <u>filing</u> a case. A <u>filing fee</u> is usually required.

Once a case has been filed, a copy must be given to (served on) the respondent. The person against whom the original legal action is being requested is called the <u>respondent</u>, because he or she is expected to respond to the petition. The respondent remains the respondent throughout the case.

Service... When one party files a <u>petition</u>, <u>motion</u>, or other <u>pleading</u>, the other party must be "served" with a copy of the document. This means that the other party is given proper notice of the pending action(s) and any scheduled hearings. <u>Personal service</u> of the petition and summons on the respondent by a deputy sheriff or private process server is required in all <u>original petitions</u> and <u>supplemental petitions</u>, unless <u>constructive service</u> is permitted by law. Personal service may also be required in other actions by some judges. After initial service of the original or supplemental petition and summons by a deputy sheriff or private process server, service of most motions and other documents or papers filed in the case generally may be made by regular U.S. mail or hand delivery. However, service by <u>certified mail</u> is required at other times so you have proof that the other party actually received the papers. The instructions with each form will advise you of the type of <u>service</u> required for that form. If the other party is represented by an attorney, you should serve the attorney and send a copy to the other party, except for original or supplemental petitions, which must be personally served on the respondent.

Other than the initial original or supplemental petitions, anytime you file additional pleadings or motions in your case, you must provide a copy to the other party and include a <u>certificate of service</u>. Likewise, the other party must provide you with copies of everything that he or she files. Service of additional documents is usually completed by U.S. mail. For more information, see the instructions for **Certificate of Service** (**General**), Florida Supreme Court Approved Family Law Form 12.914.

Forms for service of process are included in the Florida Family Law Forms, along with more detailed instructions and information regarding service. The instructions to those forms should be read carefully to ensure that you have the other party properly served. **If proper service is not obtained, the court cannot hear your case.** 

**Note:** If you absolutely do not know where the other party to your case lives or if the other party resides in another state, you may be able to use **constructive service**. However, if constructive service is used, other than granting a divorce, the court may only grant limited relief. For more information on constructive service, see **Notice of Action for Dissolution of Marriage**, Florida Supreme Court Approved Family Law Form 12.913(a), and **Affidavit of Diligent Search and Inquiry**, Florida Family Law Rules of Procedure Form 12.913(b). Additionally, if the other party is in the military service of the United States, additional steps for service may be required. See, for example, **Memorandum for Certificate of Military Service**, Florida Supreme Court Approved Family Law Form 12.912(a). In sum, the law regarding constructive service and service on an individual in the military service is very complex and you may wish to consult an attorney regarding these issues.

**<u>Default...</u>** After being served with a petition or <u>counterpetition</u>, the other party has 20 days to file a response. If a response to a petition is not filed, the petitioner may file a **Motion for Default**, Florida Supreme Court Approved Family Law Form 12.922(a), with the clerk. This means that you may proceed with your case and set a <u>final hearing</u>, and a <u>judge</u> will make a decision, even if the other party will not cooperate. For more information, see rule 12.080(c), Florida Family Law Rules of Procedure.

<u>Answer</u> and counterpetition... After being served, the respondent has 20 days to file an answer admitting or denying each of the allegations contained in the petition. In addition to an answer, the respondent may also file a counterpetition. In a counterpetition, the respondent may request the same or some other relief or action not requested by the petitioner. If the respondent files a counterpetition, the petitioner should then file an **Answer to Counterpetition**, Florida Supreme Court Approved Family Law Form 12.903(d), and either admit or deny the allegations in the respondent's counterpetition.

Mandatory disclosure... Rule 12.285, Florida Family Law Rules of Procedure, requires each party in a dissolution of marriage to exchange certain information and documents, and file a Family Law Financial Affidavit, Florida Family Law Rules of Procedure Form 12.902(b) or (c). Failure to make this required disclosure within the time required by the Florida Family Law Rules of Procedure may allow the court to dismiss the case or to refuse to consider the pleadings of the party failing to comply. This requirement also must be met in other family law cases, except adoptions, simplified dissolutions of marriage, enforcement proceedings, contempt proceedings, and proceedings for injunctions for domestic or repeat violence. The Certificate of Compliance with Mandatory Disclosure, Florida Family Law Rules of Procedure Form 12.932, lists the documents that must be given to the other party. For more information see rule 12.285, Florida Family Law Rules of Procedure, and the instructions to the Certificate of Compliance with Mandatory Disclosure, Florida Family Law Rules of Procedure Form 12.932.

**Setting a <u>hearing</u> or <u>trial...</u>** Generally, the court will have hearings on motions, final hearings on <u>uncontested</u> or <u>default</u> cases, and trials on contested cases. Before setting your case for <u>final hearing</u> or trial, certain requirements such as completing mandatory disclosure and filing certain papers and having them served on the other party must be met. These requirements vary depending on the type of case and the procedures in your particular jurisdiction. For further information, you should refer to the instructions for the type of form you are filing.

Next, you must obtain a hearing or trial date so that the court may consider your request. You should ask the clerk of court, or <u>family law intake staff</u> about the local procedure for setting a hearing or trial, which you should attend. These family law forms contain <u>orders</u> and <u>final judgments</u>, which the judge may use. You should ask the clerk of court or family law intake staff if you need to bring one of these forms with you to the hearing or trial. If so, you should type or print the heading, including the circuit, county, case number, division, and the parties' names, and leave the rest blank for the judge to complete at your hearing or trial.

### Below are explanations of symbols or parts of different family law forms...

{specify}, {date}, {name(s)}, {street}, {city}, {state}, {phone}
Throughout these forms, you will find hints such as those above. These tell you what to put in the blank(s).

[✓one only] [✓ all that apply]

These show how many choices you should check. Sometimes you may check only one, while other times you may check several choices. () This also shows an area where you must make a choice. Check the () in front of the choice that applies to you or your case.

IN THE CIRCUIT COURT OF T	THE	_(1)JUDICIAL CIRCUIT,
IN AND FOR	(2)	COUNTY, FLORIDA
		Case No.:(3)
		<b>Division:</b> (4)
,		
Petitioner,		

and	
(6)	
Respondent.	
the case is filed. You should type or print  Line 4 The clerk of the court can tell you the nar should type or print it here. Divisions va in the civil division, the family division,  Line 5 Type or print the legal name of the person petitioner because he/she is the one who	ding, the Clerk of the Court will assign a case number after at this case number on all papers you file in this case. The division in which your case is being filed, and you ry from court to court. For example, your case may be filed or the juvenile division.  In who originally filed the case on line 5. This person is the
	firming under oath to the truthfulness of the claims made nowingly making a false statement includes fines and/or
Dated:(1)	
	(2) Signature of Petitioner
	Signature of Petitioner
	Printed Name:(3)
	Address:(4)  City, State, Zip:(5)  Telephone Number:(6)
	City, State, Zip:(5)
	Fax Number:(0)
	1 ax ivumoci(/)
<b>public</b> or deputy clerk (employee of the clerk of valid photo identification unless the notary known	nessed. You must sign the form in the presence of a <u>notary</u> the court's office). When signing the form, you must have a ws you personally. You should completely fill in all lines (1 f applicable. Line 2, the signature line, must be signed in <u>erk</u> .
STATE OF FLORIDA COUNTY OF	_
Sworn to or affirmed and signed before me on	by .
	NOTARY PUBLIC or DEPUTY CLERK
	[Print, type, or stamp commissioned name of notary or
D 11.1	clerk.]
Personally known	
Produced identification  Type of identification produced	
Type of identification produced	
<b>DO NOT SIGN OR FILL IN THIS PART O</b> by the notary public who is witnessing your sign	<b>F ANY FORM</b> . This section of the form is to be completed ature.
IF A NONLAWYER HELPED YOU FILL	OUT THIS FORM, HE/SHE MUST FILL IN THE
BLANKS BELOW: [ # fill in all blanks]	
I, full legal name and trade name of nonlawyer,	<i>(</i> 1)

a nonlawy	er, located	at {street}		(2)	, {city}	(3)	
{state}	(4)	, {phone}	(5)		, helped {name}_	(6)	,
who is the	petitioner.	, fill out this form.					

This section should be completed by anyone who helps you fill out these forms but is **not** an attorney who is a member in good standing of The Florida Bar, which means that he or she is not licensed to practice law in Florida.

Line 1 The nonlawyer who helps you should type or print his or her name on line 1.

Lines 2–5 The nonlawyer's address and telephone number should be typed or printed on lines 2–5.

**Line 6** Your name should be typed or printed on line 6.

In addition, a **Disclosure from Nonlawyer**, Florida Family Law Rules of Procedure Form 12.900 (a), should be completed if a nonlawyer assists you. The disclosure is available as a family law form and should be completed before the nonlawyer helps you. This is to be sure that you understand the role and limitations of a nonlawyer. You and the nonlawyer should keep a copy of this disclosure for your records.

### FAMILY LAW GLOSSARY OF COMMON TERMS AND DEFINITIONS

Note: The following definitions are intended to be helpful, BUT they are not intended to constitute legal advice or address every possible meaning of the term(s) contained in this glossary.

**Affidavit** - a written statement in which the facts stated are sworn or affirmed to be true.

**Answer** - written response by a respondent that states whether he or she admits (agrees with) or denies (disagrees with) the allegations in the petition. Any allegations not specifically denied are considered to be admitted.

**Appeal** - asking a district court of appeal to review the decision in your case. There are strict procedural and time requirements for filing an appeal.

**Asset** - everything owned by you or your spouse, including property, cars, furniture, bank accounts, jewelry, life insurance policies, businesses, or retirement plans. An asset may be marital or nonmarital, but that distinction is for the court to determine if you and your spouse do not agree.

Attorney - a person with special education and training in the field of law who is a member in good standing of The Florida Bar and licensed to practice law in Florida. An attorney is the only person who is allowed to give you legal advice. An attorney may file your case and represent you in court, or just advise you of your rights before you file your own case. In addition to advising you of your rights, an attorney may tell you what to expect and help prepare you for court. In family law matters, you are not entitled to a court-appointed lawyer, like a public defender in a criminal case. However, legal assistance is often available for those who are unable to hire a private attorney. You may consult the yellow pages of the telephone directory for a listing of legal aid or lawyer referral services in your area, or ask your local clerk of court or family law intake staff what services are available in your area. You may also obtain information from the Florida Supreme Court's Internet site located at <a href="http://www.flcourts.org/courts/supct">http://www.flcourts.org/courts/supct</a>.

**Bond** - money paid to the clerk of court by one party in a case, to be held and paid to an enjoined party in the event that the first party causes loss or damage of property as a result of wrongfully enjoining the other party.

**Central Governmental Depository** - the office of the clerk of court that is responsible for collecting and disbursing court-ordered alimony and child support payments. The depository also keeps payment records and files judgments if support is not paid.

**Certificate of Service** - a document that must be filed whenever a form you are using does not contain a statement for you to fill in showing to whom you are sending copies of the form. Florida Supreme Court Approved Family Law Form 12.914 is the certificate of service form and contains additional instructions.

**Certified Copy** - a copy of an order or final judgment, certified by the clerk of the circuit court to be an authentic copy.

Certified Mail - mail which requires the receiving party to sign as proof that they received it.

Child Support - money paid from one parent to the other for the benefit of their dependent or minor child(ren).

**Clerk of the Circuit Court** - elected official in whose office papers are filed, a case number is assigned, and case files are maintained. The clerk's office usually is located in the county courthouse.

**Constructive Service** - notification of the other party by newspaper publication or posting of notice at designated places when the other party cannot be located for personal service. You may also be able to use constructive service when the other party lives in another state. Constructive service is also called "service by publication." However, when constructive service is used, the relief the Court may grant is limited. For more information on service, see the instructions for Florida Family Law Rules of Procedure Forms 12.910(a) and 12.913(b) and Florida Supreme Court Approved Family Law Form 12.913(a).

**Contested Issues** - any or all issues upon which the parties are unable to agree and which must be resolved by the judge at a hearing or trial.

**Contingent Asset** - an asset that you **may** receive or get later, such as income, tax refund, accrued vacation or sick leave, a bonus, or an inheritance.

**Contingent Liability** - a liability that you **may** owe later, such as payments for lawsuits, unpaid taxes, or debts that you have agreed or guaranteed to pay if someone else does not.

**Counterpetition** - a written request to the court for legal action, which is filed by a respondent after being served with a petition.

**Default** - a failure of a party to respond to the pleading of another party. This failure to respond may allow the court to decide the case without input from the party who did not appear or respond.

**Delinquent** - late.

**Dependent Child(ren)** - child(ren) who depend on their parent(s) for support either because they are under the age of 18, they have a mental or physical disability that prevents them from supporting themselves, or they are in high school while between the ages of 18 and 19 and are performing in good faith with reasonable expectation of graduation before the age of 19.

**Deputy Clerk** - an employee of the office of the clerk of court, which is usually located in the county courthouse or a branch of the county courthouse.

**Dissolution of Marriage** - divorce; a court action to end a marriage.

**Enjoined** - prohibited by the court from doing a specific act.

**Ex Parte** - communication with the judge by only one party. In order for a judge to speak with either party, the other party must have been properly notified and have an opportunity to be heard. If you have something you wish to tell the judge, you should ask for a hearing or file information in the clerk of court's office, with certification that a copy was sent to the other party.

**Family Law Intake Staff** - a court's employee(s) who is (are) available to assist you in filing a family law case. Family law intake staff are not attorneys and cannot give legal advice. They may only assist you with filling out the form(s). Your local clerk's office can tell you if your county has such assistance available.

Filing – delivering a petition, response, motion, or other pleading in a court case to the clerk of court's office.

**Filing Fee** - an amount of money, set by law, that the petitioner must pay when filing a case. If you cannot afford to pay the fee, you must file an **Application for Determination of Civil Indigent Status**, to ask the clerk to file your case without payment of the fee. This form can be obtained from the clerk's office.

Final Hearing - trial in your case.

**Financial Affidavit** - a sworn statement that contains information regarding your income, expenses, assets, and liabilities.

**Final Judgment** - a written document signed by a judge and recorded in the clerk of the circuit court's office that contains the judge's decision in your case.

Guardian ad Litem - a neutral person who may be appointed by the court to evaluate or investigate your child's situation, and file a report with the court about what is in the best interests of your child(ren). Guardians do not "work for" either party. The guardian may interview the parties, visit their homes, visit the child(ren)'s school(s) and speak with teachers, or use other resources to make their recommendation.

**Hearing** - a legal proceeding before a judge or designated officer (general magistrate or hearing officer) on a motion.

Judge - an elected official who is responsible for deciding matters on which you and the other parties in your case are unable to agree. A judge is a neutral person who is responsible for ensuring that your case is resolved in a manner which is fair, equitable, and legal. A judge is prohibited by law from giving you or the other party any legal advice, recommendations, or other assistance, and may not talk to either party unless both parties are present, represented, or at a properly scheduled hearing.

**Judicial Assistant** - the judge's personal staff assistant.

**Liabilities** - everything owed by you or your spouse, including mortgages, credit cards, or car loans. A liability may be marital or nonmarital, but that distinction is for the court to determine if you and your spouse do not agree.

**Lump Sum Alimony** - money ordered to be paid by one spouse to another in a limited number of payments, often a single payment.

**Mandatory Disclosure** - items that must be disclosed by both parties except those exempted from disclosure by Florida Family Law Rule 12.285.

**Marital Asset** - generally, anything that you and/or your spouse acquired or received (by gift or purchase) during the marriage. For example, something you owned before your marriage **may** be nonmarital. An asset may only be determined to be marital by agreement of the parties or determination of the judge.

**Marital Liability** - generally, any debt that you and/or your spouse incurred during the marriage. A debt may only be determined to be nonmarital by agreement of the parties or determination of the judge.

**Mediator** - a person who is trained and certified to assist parties in reaching an agreement before going to court. Mediators do not take either party's side and are not allowed to give legal advice. They are only responsible for helping the parties reach an agreement and putting that agreement into writing. In some areas, mediation of certain family law cases may be required before going to court.

**Modification** - a change made by the court in an order or final judgment.

**Motion** - a request made to the court, other than a petition.

**No Contact** - a court order directing a party not speak to, call, send mail to, visit, or go near his or her spouse, ex-spouse, child(ren), or other family member.

**Nonlawyer -** a person who is not a member in good standing of The Florida Bar.

**Nonmarital Asset** - generally, anything owned separately by you or your spouse. An asset may only be determined to be nonmarital by either agreement of the parties or determination of the judge.

**Nonmarital Liability** - generally, any debt that you or your spouse incurred before your marriage or since your separation. A debt may only be determined to be nonmarital by either agreement of the parties or determination of the judge.

**Nonparty** - a person who is not the petitioner or respondent in a court case.

**Notary Public** - a person authorized to witness signatures on court related forms.

**Obligee** - a person to whom money, such as child support or alimony, is owed.

**Obligor** - a person who is ordered by the court to pay money, such as child support or alimony.

**Order** - a written decision signed by a judge and filed in the clerk of the circuit court's office, that contains the judge's decision on part of your case, usually on a motion.

**Original Petition - see Petition.** 

Parenting Course - a class that teaches parents how to help their child(ren) cope with divorce and other family issues.

**Party** - a person involved in a court case, either as a petitioner or respondent.

**Paternity Action** - A lawsuit used to determine whether a designated individual is the father of a specific child or children.

**Payor** - an employer or other person who provides income to an obligor.

**Permanent Alimony** - spousal support ordered to be paid at a specified, periodic rate until modified by a court order, the death of either party, or the remarriage of the Obligee, whichever occurs first.

**Personal Service** - when a summons and a copy of a petition (or other pleading) that has been filed with the court are delivered by a deputy sheriff or private process server to the other party. Personal service is required for all petitions and supplemental petitions.

**Petition** - a written request to the court for legal action, which begins a court case.

**Petitioner** - the person who files a petition that begins a court case.

**Pleading** - a formal written statement of exactly what a party wants the court to do in a lawsuit or court action.

**Primary Residence** - the home in which the child(ren) spends most of his/her (their) time.

**Pro Se Litigant** - a person who appears in court without the assistance of a lawyer.

**Pro Se Coordinator - see Family Law Intake Staff.** 

General Information for Self-Represented Litigants (7/05)

**Reasonable Visitation** - visitation between the nonresidential parent and child(ren) that provides frequent and unhampered contact with the child(ren). Such visitation is designed to encourage a close and continuing relationship with due regard for educational commitments of child(ren), any health or social factors of the child(ren), business and personal commitments of both parents, and home arrangements of both parents.

**Rehabilitative Alimony** - spousal support ordered to be paid for a limited period of time to allow one of the parties an opportunity to complete a plan of education or training, according to a rehabilitative plan accepted by the court, so that he or she may better support himself or herself.

**Respondent** - the person who is served with a petition requesting some legal action against him or her.

**Rotating Custody** - physical custody of child(ren) after divorce, which is alternated between the mother and father at specified periods of time, as determined by the court. Rotating custody allows each parent equal time with the child(ren).

Scientific Paternity Testing - a medical test to determine who is the father of a child.

**Secondary Residential Responsibility (Visitation)** - the time that the parent with whom the child(ren) does (do) not have primary residence spends with the child(ren).

**Service** - the delivery of legal documents to a party. This must be accomplished as directed by Florida Family Law Rules 12.070 and 12.080.

**Shared Parental Responsibility** - an arrangement under which both parents have full parental rights and responsibilities for their child(ren), and the parents make major decisions affecting the welfare of the child(ren) jointly. Shared Parental Responsibility is presumptive in Florida.

**Sole Parental Responsibility** - a parenting arrangement under which the responsibility for the minor child(ren) is given to one parent by the court, with or without rights of visitation to the other parent.

**Specified Visitation** - a parenting arrangement under which a specific schedule is established for the visitation and exchange of the child(ren).

**Spouse** - a husband or wife.

**Supervised Visitation** - a parenting arrangement under which visitation between a parent and his or her child(ren) is supervised by either a friend, family member, or a supervised visitation center.

**Supplemental Petition** - a petition that may be filed by either party after the judge has made a decision in a case and a final judgment or order has been entered. For example, a supplemental petition may be used to request that the court modify the previously entered final judgment or order.

**Trial** - the final hearing in a contested case.

**Uncontested** - any and all issues on which the parties are able to agree and which are part of a marital settlement agreement.

### Administrative Office of the Courts The Sixth Judicial Circuit of Florida (727)582-7200

### **MEDIATION INFORMATION**

Mediation means a process whereby a neutral third person called a mediator acts to encourage and facilitate the resolution of a dispute between two or more parties. It is an informal and non-adversarial process with the objective of helping you and the other party reach a mutually acceptable and voluntary agreement. The decision making authority rests with the parties.

"Family Mediation" which means mediation of family matters, including married or unmarried persons, before and after judgments involving dissolution of marriage; property division; shared or sole parental responsibility; or child support, custody, and visitation. Referrals to mediation on temporary matters such as child support /alimony and custody/visitation may also be made.

If an agreement is reached, it is placed in writing, signed by you and the other party, and filed with the court; unless otherwise agreed upon by the parties.

If you do not reach an agreement, the mediator reports the lack of agreement to the court without comment or recommendation. With the consent of the parties, the mediator's report may also identify any pending motions or outstanding legal issues, discovery process, or other action by any party which, if resolved or completed, would facilitate the possibility of a settlement.

If you want the court to order mediation in your case, you must file a motion stating what issues in your case need to be referred to mediation. The original motion must be filed with the clerk of court and a copy sent to the other party. Once your motion has been properly filed, you must call to obtain a hearing date so the judge or general master can consider your motion.

Mediators are paid for their services. The court can determine the portion of the cost each party pays for mediation upon request. If you cannot afford the mediation costs, you can file a motion asking the court to waive the cost or change the percentage of the costs that you are ordered to pay. When filing a motion to waive or reassign the costs in a mediation, it is normally necessary to file a current financial affidavit with your request.

For further information, see Florida Family Law Rules of Procedure 12.740-12.741.

Administrative Office of the Courts Φ The Sixth Judicial Circuit of Florida Φ 727-582-7200

	Sixth Judicial Circuit of Florida Ф 727-582-7200		
	ounty(St. Petersburg)		
Address	Telephone Number(s) or other information		
	727-582-7200 (walk-in assistance is not available)		
& information on approved forms.	Office hours 8 a.m .to Noon, 1 p.m. to 5 p.m. Monday - Friday.		
	727-821-5450 (30 min. consultation with a lawyer for a small fee)		
Bay Area Legal Services-West	Bay Area Legal Services-West: 727-490-4040		
	Gulfcoast Legal Services: 727-821-0726		
	Community Law Program: 727-582-7402		
	Clerk of Court: 727-582-7771		
St. Petersburg, FL 33701	Child Support Automated Information Line: 727-464-4845		
Court ordered civil mediation and	Mediation/Arbitration: 727-464-4943, Family Mediation: 727-464-4947		
arbitration services.			
North Pinellas (	County(Clearwater)		
315 Court Street	Clerk of Court: 727-464-3267		
Clearwater, FL 33756	Child Support Automated Information Line: 727-464-4845		
	Clearwater Courthouse Legal Assistance Program: 727-464-3267		
Family law procedural assistance	727-582-7200 (walk-in assistance is not available)		
& information on approved forms.	Office hours 8 a.m. to Noon, 1 p.m. to 5 p.m. Monday - Friday.		
	727-461-4880 (30 minute consultation for a small fee)		
Gulfcoast Legal Services	727-443-0657		
Clearwater, FL 33756	727-464-3000		
	Mediation/Arbitration: 727-464-4943, Family Mediation: 727-464-4947		
	Port Richey & Dade City)		
	727-847-8176		
	727-847-2411		
	352-521-4517		
	New Port Richey: 727-847-5494		
	Dade City: 352-567-9044		
	352-521-4274		
Dade City, FL 33523-3805			
Misco	ellaneous		
Many offices statewide	Child Support Enforcement: 800-622-5437		
Information and referral for a	Dial 211 (24 hours per day, 7 days per week)		
variety of state, local and private	Multilingual Internet page: <a href="http://www.211tampabay.com">http://www.211tampabay.com</a>		
	vw fleourts org		
Internet Pages Florida Supreme Court <a href="http://www.flcourts.org">http://www.flcourts.org</a> , Pinellas County Clerk of Court <a href="http://clerk.co.pinellas.fl.us/">http://clerk.co.pinellas.fl.us/</a>			
Sixth Judicial Circuit Court http://www.jud6.org,			
Sixth Judicial Circuit Family Division			
http://www.jud6.org/GeneralInfo/AboutTheCircuit/AOC/Courtprograms/familyLaw/familylaw.htm			
SDU	For income deducted support payments		
P.O. Box 8500	1-877-769-0251 Toll free (you will need your case number and		
Tallahassee, FL 32314-8500	social security number)		
	Address Family law procedural assistance & information on approved forms.  Bay Area Legal Services-West 2600-9 <sup>th</sup> Street North, Ste. 401 St. Petersburg, FL 33704 545-1 <sup>st</sup> Avenue North St. Petersburg, FL 33701  Court ordered civil mediation and arbitration services.  North Pinellas ( 315 Court Street Clearwater, FL 33756  Family law procedural assistance & information on approved forms.  Gulfcoast Legal Services 314 S. Missouri Avenue, #109 Clearwater, FL 33756 315 Court Street Clearwater, FL 33756 Court ordered mediation and arbitration services.  Pasco County (New P7530 Little Road New Port Richey, FL 34654 38053 Live Oak Avenue Dade City, FL 33523-3805 Bay Area Legal Services Offices in New Port Richey and Dade City 38053 Live Oak Avenue Dade City, FL 33523-3805  Misco Many offices statewide Information and referral for a variety of state, local and private services in the areas of health care, psychological services, domestic violence, support groups, tutoring and more.  Florida Supreme Court http://wwPinellas County Clerk of Court Sixth Judicial Circuit Court http://wwPinellas County Clerk of Court Sixth Judicial Circuit Family Divhttp://www.jud6.org/GeneralInfo SDU P.O. Box 8500		

### Required Educational Seminars for Divorcing Parents and Parents Establishing Paternity Required by The Sixth Judicial Circuit, State of Florida

### **Required Participants**

Currently, the parties in a divorce with minor children or in a paternity action (where matters of parental responsibility, i.e. custody and/or visitation, are being addressed) are required to attend an approved in-person parent and education and stabilization class. Florida Statute §61.21.

### **Course Description**

Educational course designed to help parents and children cope with the divorce process. Parents will learn more effective ways of communicating with each other and how to identify children's behavioral reactions at difficult ages to the divorce.

### **Additional Information**

Please note that participation in a distance learning or an on-line class <u>must</u> be preapproved by the Court and will only be granted in "special circumstances."

*With permission of the Court*, **Out of County Parties** may usually take a similar class that is offered in their Florida county of residence.

If one party in the case does not live in Pinellas County, they may take a similar class that is offered in their county. The out of state party should contact their local Clerk of Court to determine what agency offers the class locally. If the local court does not require a class of this type in divorce/paternity cases, the local Juvenile Welfare Board should be able to provide information on similar types of classes available in that area. After the class has been completed, a copy of the certificate of completion should be sent to the Pinellas County Clerk of Court (see address below).

If you feel that you have sufficient legal grounds to be excused from taking the class, you should go to the Pinellas County Clerk of Court (St. Petersburg location: 545-1st Avenue North, St. Petersburg, FL 33701; Clearwater location: 315 Court Street, Clearwater, FL 33756) and ask for the "Waiver" for the class. Complete the form and take it to the clerk's desk in person or have someone drop it off for you. Do not mail your form to the clerk, it may not be properly processed. After you have dropped off your form to the clerk, it will be forwarded to your section judge for consideration. You should receive an order concerning your motion within a few weeks.

**Updated 6/2006** 

### PARENTING COURSES

Provider & Course	County & Address	Registration Information	Fee	Sliding
St. Petersburg College	Pinellas County Available @ all college	727-341-4441/341-4451	\$35	Scale? No, but court fee
Separation and Divorce: A Child's	campuses monthly, every Saturday and twice per month in the evening.	*Class is available in Pinellas Park each month in Spanish. (New offering)		waivers accepted
View	<u> </u>	, <u> </u>		
	Pasco & Hernando Counties	727-847-2727 Ext. 3257	\$14.72	
Pasco – Hernando Community College	Pasco Hernando Community College 10230 Ridge Road New Port Richey, FL			
Divorce and its Impact on Children	34654 Pasco Hernando			
Cilidren	Community College 36727 Blanton Rd. Dade City, FL 33523			
	Pinellas County Bayfront Medical Center 701 6th ST South	Registration Center 1-800-767-8193	\$35 Pinellas	Yes
	St. Petersburg, FL 33701	Spanish 1-888-227-1022	\$30 Pasco	
	Comfort Inn Executive Center 3580 Ulmerton Rd. Clearwater, FL 33762	Email: ep@educationprograms.com		
Parents, Children and Divorce	Howard Johnson (Near Country Side Mall) 27988 US HWY 19 North Clearwater, FL 34621	Web site: www.educationprograms.com		
	Pasco County Trinity Outpatient Center 2102 Trinity Oak Blvd New Port Richey, FL 34655			
	Hernando County Springstead High School 3300 Mariner Blvd. Spring Hill, FL 34609			

Course Name	Contact Name	Registration Information
	Robin	Online: www.parentingchoice.com
"Parenting Choice"	Soldevilla	Email for information:
		www.administrator@parenting.com
"Parenting, Children &	Sara Lesinski	OnLine: onlinedivorceprogram.com
Divorce"		Telephone:1-800-767-8193
"A Positive Divorce	Robert Perchalski, PHD	On-line: www.divorce-resolution.com
Resolution"	Glenna Auxier	1-888-747-5362 Also available in
		correspondence
"Parenting Course"	Bart Cassidy	On Line:
	9009 Mahan Drive	www.bartjr@americansafetyinstitute.com
	Suite 501	Fax: 850-656-0109
	Tallahassee	
"Kids in Divorce	University of Continuing	OnLine: www.floridaparenting.com
Situations:	Education, Inc	Tom Page 407-629-5114
		Randy Miller 850-425-1613
		Bob Proechel 407-629-4811
"Wendi Program"	Brevard Community College- Cindy Erp	Correspondence Course 321-433-7529
	Ciriay Erp	
"Patch"	Michelle Martin	Correspondence Course Spanish &
		English
		954-979-0712
"Children & Divorce"	St. Petersburg College	Correspondence Course
	Jackie Addis	727-341-4441
"A Florida Divorce	Jerry Keith	On Line:
Education Program"	11985 Southern 200	www.floridadivorceeducation.com
	Wpb fl 33411	Mike Cohen 561-623-254
		Martin Ostry: Fax registration: 561-791-
		7380
		Jerry Keith 1-800-344-0335

# CIRCUIT/COUNTY COURT, PINELLAS COUNTY, FLORIDA CIVIL DIVISION

### **CIVIL COVER SHEET**

The civil cover sheet and the information contained herein neither replaces nor supplements the filing and service of pleadings or other papers as required by law. This form is required for use of the clerk of Court for the purpose of reporting judicial workload data pursuant to Florida Statute 25.075.

Defendant	UCN:	:
II. TYPE OF CASE (PI most definitive.	ace an X in one box only. If the case fits	more than one type of case, select the
<b>Domestic Relations</b>	Torts	Other Civil
☐ Simplified Dissolution	☐ Professional Malpractice	☐ Contracts
☐ Uncontested Dissolution	☐ Products liability	☐ Condominium
☐ Contested Dissolution	☐ Auto negligence	☐ Real property /
☐ Support IV-D	☐ Other negligence	Mortgage foreclosure
☐ Support – Non IV-D		☐ Eminent Domain
☐ URESA - IV-D		Other
☐ URESA – Non IV-D		
☐ Domestic Violence		
☐ Other Domestic Relations		
	Specific Case Type	
	☐ (per Administrative order 86-44	
HI I- I Tri-ID	S149	
III. Is Jury Trial Demanded in €  Yes □ No	Complaint?	
DATE:	SIGNATURE OF A PARTY INITIATIN	
ATTORNEY'S SPN NUMBER		

### Instruction Sheet For Filing A Notice Of Related Cases, Pinellas County

### When should this form be used?

Rule of Judicial Administration 2.085(d) requires the <u>petitioner</u> in a family case to file with the court a <u>notice of related cases</u>, if the petitioner is aware that related cases exist or if the petitioner should be able to reasonably determine that related cases exist.

A related case is a case that is **separate** from the new case to be filed by the petitioner that:

- A) involves any of the same parties, children, or issues, and it is pending at the time the party files a family case; or
- B) affects the court's authority to proceed; or
- C) has an order in the related case that may conflict with an order on the same issues in the new case; or
- D) may cause an order in the new case to be entered that may conflict with an order in the earlier case.

### Family cases include:

- dissolution of marriage (divorce),
- annulment,
- support unconnected with dissolution of marriage,
- paternity,
- child support,
- UIFSA,
- custodial care of and access to children,
- adoption,
- name change,
- declaratory judgment actions related to premarital, marital, or post-marital agreements,

- civil domestic violence, repeat
   violence, dating violence, and sexual
   violence injunctions,
- juvenile dependency,
- termination of parental rights,
- juvenile delinquency,
- emancipation of a minor,
- CINS/FINS,
- truancy, and
- modification and enforcement of orders entered in these cases.

The party filing a case, should review the above list, and if that party has or had another court case that fits under one of the categories listed above, that case should be listed on the Notice of Related Cases.

### Instruction Sheet For Filing A Notice Of Related Cases, Pinellas County

The Notice of Related Cases should be typed or printed in black ink. After completing the form, you should <u>file</u> the original with the <u>clerk of the circuit court</u> in the county where your case is filed and keep a copy for your records. A copy of the form must be mailed or hand delivered to any other party in your case. You must do this and show the date that you did it.

Rule of Judicial Administration 2.085(d) requires the petitioner to serve the Notice of Related Cases on the chief judge or family administrative judge. In this Circuit, this shall be done by sending or faxing this form to:

Debra Leiman, Unified Family Court Staff Director,
Administrative Office of the Courts, Criminal Justice
Center, 14250 49th Street North, Clearwater, FL 33762
Fax:

### What should I do next?

<u>Each party</u>, whether the <u>petitioner</u> or the <u>respondent</u> has a continuing duty to inform the court of any cases in this or any other state that could affect the current case.

### Where can I look for more information?

Read the "General Information for Self-Represented Litigants" found at the beginning of the Family Law Forms in the Florida Rules of Court, Family Law Rules. You may also refer to Rule of Judicial Administration 2.085(d).

# IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT OF THE STATE OF FLORIDA, IN AND FOR PINELLAS COUNTY FAMILY LAW DIVISION

UCN: 52-200_DR0XXFD	Ref. No.:	Division:
Petitioner	7	
Responden	t.	
NOTICE O	OF RELATED CASES	
I, (full legal name)	, certify the	e following:
☐ I am aware of the following case(s) which are or r	nay be related to the curren	at case above:
(Attach additional sheets as necessary.)		
Related Case		
Case No.:		
Case Name: (e.g., Smith v. Jones; In Re: the matter of R. S	0 0 0	
(e.g., Smith v. Jones; In Re: the matter of R. S	S.; State v. Smith; etc.)	
Case Type: { } Dissolution of Marriage { } Paternity { } Juvenile Delinquency { } Domestic V { } Other Petition:	Violence Injunction { }	UIFSA { } Juvenile Dependency CINS/FINS
How are the cases related? { }Same Parties { } One Pa	arty the Same:	{ } Same Children
Related Case		
Case No.:		
Case Name: (e.g., Smith v. Jones; In Re: the matter of R. S	S.; State v. Smith; etc.)	
Case Type: { } Dissolution of Marriage { } Paternity { } Juvenile Delinquency { } Domestic V { } Other Petition:	Violence Injunction { }	
How are the cases related? { }Same Parties { } One Pa	arty the Same:	{ } Same Children
Related Case		
Case No.:		
Case Name: (e.g., Smith v. Jones; In Re: the matter of R. S	~ ~ ~	
(e.g., Smith v. Jones; In Re: the matter of R. S	S.; State v. Smith; etc.)	
Case Type: { } Dissolution of Marriage { } Paternity	Violence Injunction { }	
How are the cases related? { } Same Parties { } One Pa		{ } Same Children
{ }Same Issues [\( \sqrt{any that apply.} \)		

☐ I believe assignment of the cases to one judge of an efficient determination of the actions.	r another method of coordination will conserve judicial resources and promote
	r another method of coordination will <u>not</u> conserve judicial resources nor ecause
•	sted cases: (Note: Out-of-county cases cannot be coordinated.)
I UNDERSTAND THAT THE CIRCUITO COORDINATE FILED CASES.	T COURT RESERVES THE RIGHT TO DECIDE WHEN AND HOW
I UNDERSTAND THAT I HAVE A CO THIS OR ANY OTHER STATE THAT COULD	NTINUING DUTY TO INFORM THE COURT OF ANY CASES IN AFFECT THE CURRENT CASE.
	CASE MANAGEMENT PURPOSES ONLY AND MAY BE SEALED BY DETERMINED CONFIDENTIAL INFORMATION IS INCLUDED IN
	[ one only]:  mailed faxed and mailed elow on {date}
Other party or his/her attorney: Name: Address: City, State, Zip: Fax Number:	
☐ Other party or his/her attorney: Name: Address: City, State, Zip: Fax Number:	
Dated:	Signature of Party:

### Instruction Sheet For Filing A Notice Of Related Cases, Pasco County

### When should this form be used?

Rule of Judicial Administration 2.085(d) requires the <u>petitioner</u> in a family case to file with the court a <u>notice of related cases</u>, if the petitioner is aware that related cases exist or if the petitioner should be able to reasonably determine that related cases exist.

A related case is a case that is **separate** from the new case to be filed by the petitioner that:

- A) involves any of the same parties, children, or issues, and it is pending at the time the party files a family case; or
- B) affects the court's authority to proceed; or
- C) has an order in the related case that may conflict with an order on the same issues in the new case; or
- D) may cause an order in the new case to be entered that may conflict with an order in the earlier case.

### Family cases include:

- dissolution of marriage (divorce),
- annulment,
- support unconnected with dissolution of marriage,
- paternity,
- child support,
- UIFSA,
- custodial care of and access to children,
- adoption,
- name change,
- declaratory judgment actions related to premarital, marital, or post-marital agreements,

- civil domestic violence, repeat violence, dating violence, and sexual violence injunctions,
- juvenile dependency,
- termination of parental rights,
- juvenile delinquency,
- emancipation of a minor,
- CINS/FINS,
- truancy, and
- modification and enforcement of orders entered in these cases.

The party filing a case, should review the above list, and if that party has or had another court case that fits under one of the categories listed above, that case should be listed on the Notice of Related Cases.

Instructions for the Sixth Judicial Circuit Local Family Law Form, Notice of Related Cases, Pasco County 8/06

### Instruction Sheet For Filing A Notice Of Related Cases, Pasco County

The Notice of Related Cases should be typed or printed in black ink. After completing the form, you should <u>file</u> the original with the <u>clerk of the circuit court</u> in the county where your case is filed and keep a copy for your records. A copy of the form must be mailed or hand delivered to any other party in your case. You must do this and show the date that you did it.

Rule of Judicial Administration 2.085(d) requires the petitioner to serve the Notice of Related Cases on the chief judge or family administrative judge. In this Circuit, this shall be done by sending or faxing this form to:

In West Pasco:	, Unified
Family Court, Administrative Offi	ice of the Courts,
West Pasco Judicial Center, 7530	Little Road, New
Port Richey, FL, 34654	
Fax:	
In East Pasco:	, Unified
Family Court, Administrative Offi	ice of the Courts,
West Pasco Judicial Center, 38053	Live Oak Avenue,
Dade City, FL, 33525	
Fax:	

#### What should I do next?

Each party, whether the <u>petitioner</u> or the <u>respondent</u> has a continuing duty to inform the court of any cases in this or any other state that could affect the current case.

### Where can I look for more information?

Read the "General Information for Self-Represented Litigants" found at the beginning of the Family Law Forms in the Florida Rules of Court, Family Law Rules. You may also refer to Rule of Judicial Administration 2.085(d).

# IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT OF THE STATE OF FLORIDA, IN AND FOR PASCO COUNTY FAMILY LAW DIVISION

UCN: 51-200	Pasco Case No.:	Division:
Petitioner,		
and		
Respondent		
NOTICE O	F RELATED CASES	
I, {full legal name}	, certify the following	:
☐ I am aware of the following case(s) which are or m	nay be related to the current case abov	e:
(Attach additional sheets as necessary.)		
Related Case		
Case No.:		
Case Name: (e.g., Smith v. Jones; In Re: the matter of R. S	.; State v. Smith; etc.)	
Case Type: { } Dissolution of Marriage { } Paternity { } Juvenile Delinquency { } Domestic V: { } Other Petition:		
How are the cases related? { }Same Parties { } One Parties { }Same Issues	rty the Same:	{ } Same Children
Related Case		
Case No.:		
Case Name:		
Case Name: (e.g., Smith v. Jones; In Re: the matter of R. S.	.; State v. Smith; etc.)	
Case Type: { } Dissolution of Marriage { } Paternity { } Juvenile Delinquency { } Domestic V: { } Other Petition:		
How are the cases related? { }Same Parties { } One Par { }Same Issues	rty the Same:	{ } Same Children
Related Case		
Case No.:		
Case Name: (e.g., Smith v. Jones; In Re: the matter of R. S		
(e.g., Smith v. Jones; In Re: the matter of R. S.	.; State v. Smith; etc.)	
Case Type: { } Dissolution of Marriage { } Paternity { } Juvenile Delinquency { } Domestic Vi { } Other Petition:	{ } Child Support { } UIFSA { iolence Injunction { } CINS/FINS	{ } Juvenile Dependency
How are the cases related? { }Same Parties { } One Parties { }Same Issues	ty the Same:	{ } Same Children

[√any	ny that apply.]	
	believe assignment of the cases to one judge or another method of coordination of flicient determination of the actions.	vill conserve judicial resources and promote
	believe assignment of the cases to one judge or another method of coordination value an efficient determination of the actions because	
□ I red	request coordination of the following above-listed cases: (Note: Out-of-county ca	*
THIS (	I UNDERSTAND THAT THE CIRCUIT COURT RESERVES THE RICOORDINATE FILED CASES.  I UNDERSTAND THAT I HAVE A CONTINUING DUTY TO INFORM IS OR ANY OTHER STATE THAT COULD AFFECT THE CURRENT CATHIS FORM SHALL BE USED FOR CASE MANAGEMENT PURPOE CLERK OF CIRCUIT COURT IF IT IS DETERMINED CONFIDENTIALIS FORM.  I certify that a copy of this document was [✓ one only]: ☐ mailed ☐ fare ☐ hand-delivered to the person(s) listed below on {date}  ☐ Other party or his/her attorney: Name: Address: City, State, Zip: Fax Number: ☐ Fax Num	M THE COURT OF ANY CASE IN SE. SES ONLY AND MAY BE SEALED BY L INFORMATION IS INCLUDED IN
	Other party or his/her attorney: Name:	
	Address:	
	City, State, Zip:	
	Fax Number:	
Dated:	ed: Signature of Party:	

## Attorney Instruction Sheet For Filing A Notice Of Related Cases, Pinellas County

Per Rule of Judicial Administration 2.085(d), the petitioner in a family case shall file with the court a notice of related cases, if related cases are known or reasonably ascertainable.

### A case is related when:

- A) it involves any of the same parties, children, or issues and it is pending at the time the party files a family case; or
- B) it affects the court's authority to proceed; or
- C) an order in the related case that may conflict with an order on the same issues in the new case; or
- D) an order in the new case may conflict with an order in the earlier litigation.

### Family cases include:

- dissolution of marriage,
- annulment,
- support unconnected with dissolution of marriage,
- paternity,
- child support,
- UIFSA,
- custodial care of and access to children,
- adoption,
- name change,
- declaratory judgment actions related to premarital, marital, or post-marital agreements,

- civil domestic violence, repeat violence, dating violence, and sexual violence injunctions,
- juvenile dependency,
- termination of parental rights,
- juvenile delinquency,
- emancipation of a minor,
- CINS/FINS,
- truancy, and
- modification and enforcement of orders entered in these cases.

The Notice of Related Cases shall be filed with the initial pleading by the filing attorney or self-represented petitioner.

Each party has a continuing duty to inform the court of any proceedings in this or any other state that could affect the current proceeding.

# Attorney Instruction Sheet For Filing A Notice Of Related Cases, Pinellas County

This Notice of Related Cases shall be filed with the Clerk of the Circuit Court and copies of this notice shall be served on all parties in the related cases.

Rule of Judicial Administration 2.085(d) requires the petitioner to also serve the Notice of Related Cases on the chief judge or family administrative judge. In this Circuit, this shall be accomplished by sending or faxing this form to:

Debra Leiman, Unified Family Court Staff Director,
Administrative Office of the Courts, Criminal Justice
Center, 14250 49th Street North, Clearwater, FL 33762
Fax:

## Attorney Instruction Sheet For Filing A Notice Of Related Cases, Pasco County

Per Rule of Judicial Administration 2.085(d), the petitioner in a family case shall file with the court a notice of related cases, if related cases are known or reasonably ascertainable.

### A case is related when:

- A) it involves any of the same parties, children, or issues and it is pending at the time the party files a family case; or
- B) it affects the court's authority to proceed; or
- C) an order in the related case that may conflict with an order on the same issues in the new case; or
- D) an order in the new case may conflict with an order in the earlier litigation.

### Family cases include:

- dissolution of marriage,
- annulment,
- support unconnected with dissolution of marriage,
- paternity,
- child support,
- UIFSA,
- custodial care of and access to children,
- · adoption,
- · name change,
- declaratory judgment actions related to premarital, marital, or post-marital agreements,

- civil domestic violence, repeat violence, dating violence, and sexual violence injunctions,
- juvenile dependency,
- termination of parental rights,
- juvenile delinquency,
- emancipation of a minor,
- CINS/FINS,
- truancy, and
- modification and enforcement of orders entered in these cases.

The Notice of Related Cases shall be filed with the initial pleading by the filing attorney or self-represented petitioner.

Each party has a continuing duty to inform the court of any proceedings in this or any other state that could affect the current proceeding.

# Attorney Instruction Sheet For Filing A Notice Of Related Cases, Pasco County

This Notice of Related Cases shall be filed with the Clerk of the Circuit Court and copies of this notice shall be served on all parties in the related cases.

Rule of Judicial Administration 2.085(d) requires the petitioner to also serve the Notice of Related Cases on the chief judge or family administrative judge. In this Circuit, this shall be accomplished by sending or faxing this form to:

In West Pasco:	, Unified
Family Court, Administrative Office of	of the Courts,
West Pasco Judicial Center, 7530 Litt	le Road, New
Port Richey, FL, 34654	
Fax:	
In East Pasco:	, Unified
Family Court, Administrative Office of	<del></del> /
West Pasco Judicial Center, 38053 Liv	,
Dade City, FL, 33525	ŕ
Fax:	

### INSTRUCTIONS FOR FLORIDA FAMILY LAW RULES OF PROCEDURE FORM 12.900(a), DISCLOSURE FROM NONLAWYER

### When should this form be used?

This form must be used when anyone who is **not** a lawyer in good standing with The Florida Bar helps you complete any Florida Family Law Form. Attorneys who are licensed to practice in other states but not Florida, or who have been disbarred or suspended from the practice of law in Florida, are nonlawyers for the purposes of the Florida Family Law Forms and instructions.

The nonlawyer must complete this form and both of you are to sign it before the nonlawyer assists you in completing any Family Law Form.

**In addition**, on any other form with which a nonlawyer helps you, the nonlawyer shall complete the nonlawyer section located at the bottom of the form unless otherwise specified in the instructions to the form. This is to protect you and be sure that you are informed in advance of the nonlawyer's limitations.

### What should I do next?

A copy of this disclosure, signed by both the nonlawyer and the person, must be given to the person and the nonlawyer must keep a copy in the person's file. The nonlawyer must keep copies for at least six years of all forms given to the person being assisted.

### Special notes...

This disclosure form does NOT act as or constitute a waiver, disclaimer, or limitation of liability.

IN THE CIRCUIT COURT OF THE	JUDICIAL CIRCUIT, COUNTY, FLORIDA
IN AND FOR	COUNTY, FLORIDA
	Case No.:
	Division.
Petitioner,	
and	
Respondent.	
DISCLOSURE I	FROM NONLAWYER
	the that he/she is a nonlawyer and may not give legal es are, cannot tell me how to testify in court, and cannot
works under the supervision of a member of Th substantive legal work for which a member of Th	The Florida Bar defines a paralegal as a person who he Florida Bar and who performs specifically delegated he Florida Bar is responsible. Only persons who meet the help has been been been been been been been bee
by me in writing into the blanks on the form. {Nan form and may not complete the form for me. If u	the/she may only type the factual information provided me}, may not help me fill in the using a form approved by the Supreme Court of Florida, etual questions to fill in the blanks on the form and may
[√ one only] I can read English I cannot read English, but this disclosure {name} in {langer	was read to me [fill in <b>both</b> blanks] by  uage}, which I understand.
Dated:	Signature of Party
	Signature of Larry
	Signature of NONLAWYER Printed Name:
	Name of Business:
	Address:
	Telephone Number:

## INSTRUCTIONS FOR SIXTH JUDICIAL CIRCUIT LOCAL FORM JOINT PETITION TO DETERMINE PATERNITY AND FOR RELATED RELIEF

### When should this form be used?

This form should be used jointly by a birth mother and father to ask the court to establish **paternity**, custody, visitation, and/or **child support** of a minor child or children. This means that you are trying to legally establish who is the father of the child(ren).

This form should be typed or printed in black ink. After completing this form, you should both sign the form before a <u>notary public</u> or <u>deputy clerk</u>. You should <u>file</u> the original with the <u>clerk of the circuit</u> <u>court</u> in the county where you live and keep a copy for your records.

### What should I do next?

For the purposes of handling this case you should agree upon who will be the petitioner and handle all the matters of filing the pleadings and setting up the hearing. Since this is a joint form, service on the Respondent is not required. The petitioner should call to request a hearing date a few days after the petition has been filed. It is the petitioner's responsibility to notify the other party of the hearing by using a **Notice of Hearing (General)**, Florida Supreme Court Approved Family Law Form 12.923, or other appropriate notice of hearing form.

### Where can I look for more information?

Before proceeding, you should read "General Information for Pro Se Litigants" found at the beginning of the Florida Family Law forms. The words that are in "bold underline" in these instructions are defined there. For further information, see chapter 742, Florida Statutes.

### Special notes...

More than one child of the same alleged father may be listed on a single petition. However, if you are filing a paternity action involving more than one possible father, a separate petition must be filed for each alleged father.

If you wish to have the Court order a scientific paternity test, one of you should file a Motion for **Scientific Paternity Testing**, Florida Supreme Court Approved Family Law Form 12.983(e). This is used to ask the court to order a scientific test to determine who is the child(ren)'s father.

If the father signed papers at the hospital acknowledging, under oath, that he was the father paternity was established as a matter of law. This should be checked on page 2, section 9a on this form.

If the paternity of a child who was conceived or born during a marriage is at issue, the court may appoint a **guardian ad litem** to assist the court in this matter and to protect the rights of the child.

With this petition, you must file the following and provide a copy to the other party:

- Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA) Affidavit, Florida Supreme Court Approved Family Law Form 12.902(d).
- **Notice of Social Security Number**, Florida Supreme Court Approved Family Law Form 12.902(j). (to be filed by both parties)
- **Financial Affidavit**, Florida Family Law Rules of Procedure Form 12.902(b) or (c). (This must be filed within 45 days if not filed with the petition.) (to be filed by both parties)
- Certificate of Compliance with Mandatory Disclosure, Florida Family Law Rules of Procedure Form 12.932. (This must be filed within 45 days, if not filed with the petition, unless you and the other party have agreed not to exchange these documents.) (see local form--Waiver of Mandatory Disclosure)
- Child Support Guidelines Worksheet, Florida Family Law Rules of Procedure Form 12.902(e). (If you do not know the other party's income, you may file this worksheet after his or her financial affidavit has been filed.)
- **Affidavit of Indigency**, Florida Supreme Court Approved Family Law Form 12.902(a), if you are requesting that **filing fees** be waived.

**Child Custody...** The judge will decide the parenting arrangements based on the child(ren)'s best interests. Regardless of whether there is an agreement between the parties, the court reserves jurisdiction to modify issues relating to minor or dependent child(ren).

The judge may request a **parenting evaluation** or appoint a **guardian ad litem** in your case. This means that a neutral person will review your situation and report to the judge concerning parenting issues. The purpose of such intervention is to be sure that the best interests of the child(ren) are being served. For more information, you may consult sections 61.401–61.405, Florida Statutes.

Listed below are some terms with which you should become familiar before completing your petition. If you do not fully understand any of the terms below or their implications, you should speak with an attorney before going any further.

- Shared Parental Responsibility
- Sole Parental Responsibility
- Rotating Custody

- Primary residence
- Secondary Residential Responsibility
- Reasonable visitation
- Specified visitation
- Supervised visitation
- No contact

Many circuits require that parents of a minor or dependent child(ren) who are involved in divorce or paternity actions attend a **parenting course** and/or **mediation** before being allowed to schedule a final hearing. You should check with your local clerk of court's office, family law intake staff, or judicial assistant for more information on the parenting course and mediation requirements in your area.

**Child Support...** The court may order one parent to pay **child support** to assist the other parent in meeting the child(ren)'s material needs. **Both parents are required to provide financial support**, but one parent may be ordered to pay a portion of his or her support for the child(ren) to the other parent.

If you are requesting custody or **primary residential responsibility** for one or more children, you should request child support in your petition. Florida has adopted guidelines for determining the amount of child support to be paid. These guidelines are based on the combined income of **both** parents and take into account the financial contributions of both parents. You should both file a **financial affidavit**,. From your financial affidavits, you should be able to calculate the amount of child support that should be paid. Because the child support guidelines take several factors into consideration, change over time, and vary from state to state, your child support obligation may be more or less than that of other people in seemingly similar situations.

**Final Judgments...** These family law forms contain a **Final Judgment of Paternity**, Florida Supreme Court Approved Family Law Form 12.983(g), which the judge may use. You should check with the clerk, family law intake staff, or judicial assistant to see if you need to bring it with you to the hearing. If so, you should type or print the heading, including the circuit, county, case number, division, and the parties' names, and leave the rest blank for the judge to complete at your hearing or trial.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**, Florida Family Law Rules of Procedure Form 12.900a, before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

		COURT OF TOR	COUNT		,
				EF:	
			D	CN:ivision:	
	Dod	itioner,			
and	Peti	uoner,			
		······································			
	Res	pondent.			
	JOINT PETITION TO DE	TERMINE PA	ATERNITY	AND FOR REL	ATED RELIEF
	Petitioner, \{full legal name\}				.and
Respo	Petitioner, {full legal name} ondent, {full legal name}				being sworn, certify
that th	ne following information is true	e:			
under	This is an action for paternit chapter 742, Florida Statutes.	y and to detern	nine custody	, parental responsi	bility, and child support
SECT	TION I.				
1.	The Petitioner's are the mot	her and biologi	cal father of	the following min	or child(ren):
	Name	•		Birth Date	Sex
	(1)(2)	_			
	(3)				
	(4)				
	(5)				
	(6)				
2.	Petitioner currently lives at:	{street address	, city, state)		
3.	Respondent currently lives a	nt: {street addre	ess, city, sta	te}	
4.	Both parties are over the age immediately prior to this dat the Amended Sailors' and So	te, a person in t	he military	service of the Unite	
5.	Neither Petitioner nor Respo	ondent is menta	lly incapaci	tated.	
6.	A completed Uniform Child Florida Supreme Court App				

A completed Notice of Social Security Number, Florida Supreme Court Approved Family Law Form 12.902(j), is filed with this petition for both parties.

7.

8.	A completed Financial Affidavit, Florida Family Law Rules of Procedure is, or will be, filed by both parties.
9.	Paternity Facts.  [_one only]  a. Paternity has previously been established as a matter of law.  b. The parties engaged in sexual intercourse with each other in the year(s)}
	at {city and state}  As a result of the sexual intercourse, () Petitioner () Respondent the minor child(ren) named in paragraph 1. () Petitioner () of the minor child(ren). The mother did not engage in sexual intercourse with any other man.
10.	The mother () was () was not, married at the time of the conception child(ren) named in paragraph 1. If the mother was married, husband at the time of conception and/or birth is:
<b>SEC</b> <sup>*</sup>	TION II. CHILD CUSTODY, PARENTAL RESPONSIBILITY,  The minor child(ren) currently reside(s) with ( ) Mother ( ) Father {explain}
2.	Parental Responsibility. It is in the child(ren)'s best interests that  [_one only] a. shared by both Father and Mother.  b. awarded solely to ( ) Father ( ) Mother. Shared parental detrimental to the child(ren) because:
3.	Primary Residential Parent (Custody). It is in the best interests primary residential parent be ( ) Father ( ) Mother ( ) undesignated
4.	Visitation or Time Sharing. Petitioner ( ) Respondent ( ) requests  [_ all that apply]  a. no visitation b. limited visitation c. supervised visitation d. supervised or third-party exchange of child(ren) e. visitation or time sharing as determined by the Court f. a visitation or time sharing schedule as follows:

Explain the requested visitation or time sharing schedule:						
	Explain why this schedule is	Explain why this schedule is in the best interests of the child(ren):				
		me sharing schedule been agreed to by the parties? ( ) yes ( ) no				
	The minor child(ren) should [_only one]					
	a. retain his/her (their) p	present name(s).				
	b. receive a change of n	b. receive a change of name as follows:				
	present name(s)	be changed to				
	(1)	(1)				
	(2)	(2)				
	(3)	(3)				
	(4)	(4)				
	(5)	(5)				
	(6)	(6)				
EC	TION III. CHILD SUPPORT					
all	that apply]					
	1. Petitioner ( ) Respondent ( ) r Florida's child support guidel Guidelines Worksheet, Florid filed. Such support should be	requests that the Court award child support as determined by lines, section 61.30, Florida Statutes. A completed Child Support da Family Law Rules of Procedure Form 12.902(e), is, or will be, cordered retroactive to				
	[_one only] a. the date when the parents did not reside together in the same household with the					
		a period of 24 months before the date of filing of this petition.				
	b. the date of th	ne filing of this petition.				
	c. other: {date}					

	{Explain}
	Petitioner () Respondent () requests that the Court award a child support amount that is more than or less than Florida's child support guidelines. Both parties understand that a Motion to Deviate from Child Support Guidelines, Florida Supreme Court Approved Family Law Form 12.943, <b>must</b> be completed and filed by one of the parties before the Court will consider this request.
	Both parties jointly request that medical/dental insurance coverage for the minor child(ren) be provided by:  [_one only]  a. Father.
4.	b. Mother.  Both parties jointly request that uninsured medical/dental expenses for the child(ren) be paid by:  [_one only] a. Father b. Mother c. Father and Mother each pay one-half d. Father and Mother each pay according to the percentages in the Child Support Guidelines Worksheet, Florida Family Law Rules of Procedure Form 12.902(e) e. Other {explain}:
	Both parties jointly request that life insurance to secure child support be provided by:  [_one only] a. Father b. Mother c. Both.
	() Petitioner () Respondent () Both has (have) incurred medical expenses in the amount of \$ on behalf of the minor child(ren), including hospital and other expenses incidental to the birth of the minor child(ren). There should be an appropriate allocation or apportionment of these expenses.
	() Petitioner () Respondent () Both has (have) received past public assistance { i.e. Aid to Families with Dependent Children (AFDC), Medicaid, Food Stamps, etc.} for this (these) minor child(ren).
PETITI	IONER'S AND RESPONDENT'S REQUEST
	Petitioner and Respondent request a hearing on this petition and understand that they must both attend the hearing.
	oner and Respondent requests that the Court enter an order that:  [_all that apply]

inor child(ren), ordering proper scientific testing, if					
ility, custody, and visitation of the minor child(ren);					
ng medical/dental insurance coverage for the minor					
d. determines the appropriate allocation or apportionment of all expenses incidental to the birth of the child(ren), including hospital and medical expenses;					
ocation or apportionment of all other past, present, and eenses incurred or to be incurred on behalf of the minor					
(s);					
affirming under oath to the truthfulness of the claims ent for knowingly making a false statement includes fines					
Signature of Petitioner					
Printed Name:					
Address:					
City, State, Zip: Telephone Number:					
Fax Number:					
Twi Hamour.					
by					
NOTARY PUBLIC—STATE OF FLORIDA					
[Print, type, or stamp commissioned name of notary.]					
[Print, type, or stamp commissioned name of notary.]					
[Print, type, or stamp commissioned name of notary.]  ILL OUT THIS FORM, HE/SHE MUST FILL IN nks]  nks]					

We understand that we are swearing and affirming under oath to the truthfulness of the claims

made in this petition and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

Dated:	
	Signature of Petitioner
	Printed Name:
	Address:
	City, State, Zip.
	Telephone Number:
	Fax Number:
STATE OF FLORIDA COUNTY OF	
Sworn to or affirmed and signed before me on	by .
	NOTARY PUBLIC—STATE OF FLORIDA
Personally known Produced identification Type of identification produced	[Print, type, or stamp commissioned name of notary.]
IF A NONLAWYER HELPED YOU FIL THE BLANKS BELOW: [ fill in all blank I, full legal name and trade name of nonlawyer	
a nonlawyer, located at {street}, {city}	

# INSTRUCTIONS FOR FLORIDA SUPREME COURT APPROVED FAMILY LAW FORM 12.902(j), NOTICE OF SOCIAL SECURITY NUMBER

#### When should this form be used?

This form must be completed and filed by each party in all **paternity**, **child support**, and **dissolution of marriage** cases, regardless of whether the case involves a minor child(ren) and/or property.

This form should be typed or printed in black ink. After completing this form, you should <u>file</u> the original with the <u>clerk of the circuit court</u> in the county where your case was filed and keep a copy for your records.

#### What should I do next?

A copy of this form must be mailed or hand delivered to the other party in your case, if it is not **served** on him or her with your initial papers.

#### Where can I look for more information?

**Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms.** The words that are in "bold underline" in these instructions are defined there. For further information, see sections 61.052 and 61.13, Florida Statutes.

#### Special notes...

If this is a domestic violence case and you want to keep your address confidential for safety reasons, do not enter the address, telephone, and fax information at the bottom of this form. Instead, file Petitioner's Request for Confidential Filing of Address, Sample Florida Supreme Court Approved Family Law Form 12.980(i).

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**,  $\square$  Florida Family Law Rules of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

IN THE CIRCUIT COURT OF THE		JUDICIAL CIRCUIT, UNTY, FLORIDA
IN AND FOR		UNII, FLORIDA
	Division:	
Petitioner,		
and		
Respondent.		
NOTICE OF SOCIAL S	ECURITY NUM	<b>IBER</b>
I, {full legal name}		
certify that my social security number is	031(3), sections	, as required in section 742.032(1)–(3), and/or sections
<ul><li>[√ one only]</li><li> 1. This notice is being filed in a dissolution of children in common.</li></ul>	of marriage case in	which the parties have <b>no</b> minor
2. This notice is being filed in a paternity or which the parties have minor children in c birth, and social security number(s) is/are:		
Name	Birth date	Social Security Number
{Attach additional pages if necessary.}		_

**Disclosure of social security numbers shall be limited** to the purpose of administration of the Title IV-D program for child support enforcement.

this notice and that the punishment for knowingly making a false statement includes fines and/or imprisonment. Dated: Signature Printed Name: Address: City, State, Zip: Telephone Number: Fax Number: STATE OF FLORIDA COUNTY OF Sworn to or affirmed and signed before me on \_\_\_\_\_\_ by \_\_\_\_\_\_. NOTARY PUBLIC or DEPUTY CLERK [Print, type, or stamp commissioned name of notary or clerk] Personally known Produced identification Type of identification produced \_\_\_\_\_ IF A NONLAWYER HELPED YOU FILL OUT THIS FORM, HE/SHE MUST FILL IN THE **BLANKS BELOW:** [ \( \no \) fill in **all** blanks] I,  $\{full\ legal\ name\ and\ trade\ name\ of\ nonlawyer\}$ \_\_\_\_\_\_, a nonlawyer, located at  $\{street\}$ \_\_\_\_\_\_,  $\{city\}$ \_\_\_\_\_\_,  $\{state\}$ \_\_\_\_\_\_,  $\{phone\}$ \_\_\_\_\_\_, helped  $\{name\}$ \_\_\_\_\_, who is the [ $\sqrt{}$  one only]\_\_\_\_ petitioner or \_\_\_ respondent, fill out this form.

I understand that I am swearing or affirming under oath to the truthfulness of the claims made in

# INSTRUCTIONS FOR FLORIDA SUPREME COURT APPROVED FAMILY LAW FORM 12.902(j), NOTICE OF SOCIAL SECURITY NUMBER

#### When should this form be used?

This form must be completed and filed by each party in all **paternity**, **child support**, and **dissolution of marriage** cases, regardless of whether the case involves a minor child(ren) and/or property.

This form should be typed or printed in black ink. After completing this form, you should <u>file</u> the original with the <u>clerk of the circuit court</u> in the county where your case was filed and keep a copy for your records.

#### What should I do next?

A copy of this form must be mailed or hand delivered to the other party in your case, if it is not **served** on him or her with your initial papers.

#### Where can I look for more information?

**Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms.** The words that are in "bold underline" in these instructions are defined there. For further information, see sections 61.052 and 61.13, Florida Statutes.

#### Special notes...

If this is a domestic violence case and you want to keep your address confidential for safety reasons, do not enter the address, telephone, and fax information at the bottom of this form. Instead, file Petitioner's Request for Confidential Filing of Address, Sample Florida Supreme Court Approved Family Law Form 12.980(i).

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**,  $\square$  Florida Family Law Rules of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

IN THE CIRCUIT COURT OF THE		JUDICIAL CIRCUIT, UNTY, FLORIDA
IN AND FOR		UNII, FLORIDA
	Division:	
Petitioner,		
and		
Respondent.		
NOTICE OF SOCIAL S	ECURITY NUM	<b>IBER</b>
I, {full legal name}		
certify that my social security number is	031(3), sections	, as required in section 742.032(1)–(3), and/or sections
<ul><li>[√ one only]</li><li> 1. This notice is being filed in a dissolution of children in common.</li></ul>	of marriage case in	which the parties have <b>no</b> minor
2. This notice is being filed in a paternity or which the parties have minor children in c birth, and social security number(s) is/are:		
Name	Birth date	Social Security Number
{Attach additional pages if necessary.}		_

**Disclosure of social security numbers shall be limited** to the purpose of administration of the Title IV-D program for child support enforcement.

this notice and that the punishment for knowingly making a false statement includes fines and/or imprisonment. Dated: Signature Printed Name: Address: City, State, Zip: Telephone Number: Fax Number: STATE OF FLORIDA COUNTY OF Sworn to or affirmed and signed before me on \_\_\_\_\_\_ by \_\_\_\_\_\_. NOTARY PUBLIC or DEPUTY CLERK [Print, type, or stamp commissioned name of notary or clerk] Personally known Produced identification Type of identification produced \_\_\_\_\_ IF A NONLAWYER HELPED YOU FILL OUT THIS FORM, HE/SHE MUST FILL IN THE **BLANKS BELOW:** [ \( \no \) fill in **all** blanks] I,  $\{full\ legal\ name\ and\ trade\ name\ of\ nonlawyer\}$ \_\_\_\_\_\_, a nonlawyer, located at  $\{street\}$ \_\_\_\_\_\_,  $\{city\}$ \_\_\_\_\_\_,  $\{state\}$ \_\_\_\_\_\_,  $\{phone\}$ \_\_\_\_\_\_, helped  $\{name\}$ \_\_\_\_\_, who is the [ $\sqrt{}$  one only]\_\_\_\_ petitioner or \_\_\_ respondent, fill out this form.

I understand that I am swearing or affirming under oath to the truthfulness of the claims made in

# INSTRUCTIONS FOR FLORIDA SUPREME COURT APPROVED FAMILY LAW FORM 12.902(d), UNIFORM CHILD CUSTODY JURISDICTION AND ENFORCEMENT ACT (UCCJEA) AFFIDAVIT

#### When should this form be used?

This form should be used in any case involving custody of or visitation with any minor child(ren). This **affidavit** is **required** even if the custody and visitation of the minor child(ren) are not in dispute.

This form should be typed or printed in black ink. After completing this form, you should sign the form before a **notary public** or **deputy clerk**. You should then **file** the original with the **clerk of the circuit court** in the county where the petition was filed and keep a copy for your records.

#### What should I do next?

A copy of this form must be mailed or hand delivered to the other party in your case, if it is not served on him or her with your initial papers.

#### Where can I look for more information?

Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms. The words that are in "bold underline" in these instructions are defined there. For further information, see sections 61.501–61.542, Florida Statutes.

#### Special notes...

If you are the petitioner in an injunction for protection against domestic violence case and you have filed **Petitioner's Request for Confidential Filing of Address**,  $\square$  Florida Supreme Court Approved Family Law Form 12.980(i), you should write "confidential" in any space on this form that would require you to write the address where you are currently living.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**,  $\square$  Florida Family Law Rules of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

IN THE CIRCUIT COURT OF THEIN AND FOR		JUDICIAL CIRCUIT, COUNTY, FLORIDA		
		Case No.: Division:		
	Petitioner,			
	and			
	Respondent.			
UNIFORM CI	HILD CUSTODY JURISDICTION	N AND ENFORCEMENT ACT (UCC	CJEA) AFFIDAVIT	
I, {full is statements are tr		, being sworn, certify that the	following	
birth, birth date, child has lived w child of each per THE FOLLOW	and sex of each child; the present a within the past five (5) years; and rson with whom the child has lived TING INFORMATION IS TRUE A	BOUT CHILD # 1:	es where each aship to the	
Place of Birth: _	Date of Birth:	Sex:		
Child's Resider	nce for the past 5 years:			
Dates (From/To)	Address (including city and state) where child lived	Name and present address of person child lived with	Relationship to child	
/present*				
/	_			
/	_			
/	_			
/	_			
/	_			

<sup>\*</sup> If you are the petitioner in an injunction for protection against domestic violence case and you have filed

(Make as many copies of page 2 as necessary.) Petitioner's Request for Confidential Filing of Address, \$\sim \square\$ Florida Supreme Court Approved Family Law Form 12.980(i), you should write "confidential" in any space on this form that would require you to enter the address where you are currently living. THE FOLLOWING INFORMATION IS TRUE ABOUT CHILD # \_\_\_\_: Child's Full Legal Name: \_\_\_\_\_\_ Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_ Child's Residence for the past 5 years: Dates Address (including city and Name and present address of Relationship (From/To) state) where child lived person child lived with to child /present THE FOLLOWING INFORMATION IS TRUE ABOUT CHILD # \_\_\_\_: Child's Full Legal Name: \_\_\_\_\_\_ Place of Birth: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Sex: \_\_\_\_\_ Child's Residence for the past 5 years: Dates Address (including city and Name and present address of Relationship state) where child lived (From/To) person child lived with to child /present

2. Participation in custody proceeding(s):  [	/				
<ul> <li>Information about custody proceeding(s):</li> <li>[ √ one only]</li> <li>I HAVE NO INFORMATION of any custody proceeding pending in a court of this or any other state concerning a child subject to this proceeding.</li> <li>I HAVE THE FOLLOWING INFORMATION concerning a custody proceeding pending in a court of this or another state concerning a child subject to this proceeding, other than set out in item 2. Explain: <ul> <li>a. Name of each child:</li> <li>b. Type of proceeding:</li> </ul> </li> </ul>	[ <b>√ one</b> only I H ≠ proc I H ≠ proc Expl a. N b. T c. C	AVE NOT participated as a party, wit reeding in this or any other state, concave participated as a party, witness, or reeding in this or another state, concertain:  Name of each child:  Type of proceeding:  Court and state:	erning custody of a crim any capacity in any capacity in any custody of a criming custody of criming custody of criming custody of criminal crimina	a child subject to this pro n any other litigation or c child subject to this proc	oceeding. custody eeding.
d. Date of court order or judgment (if any):	3. Info  [ √ one only  I HA  state  I HA  cour  item  a. N  b. T  c. C	ormation about custody proceeding  AVE NO INFORMATION of any custody concerning a child subject to this proceeding.  AVE THE FOLLOWING INFORMATION of this or another state concerning at 2. Explain:  Jame of each child:  Cype of proceeding:  Court and state:	tody proceeding per oceeding. FION concerning a child subject to th	nding in a court of this o custody proceeding pend is proceeding, other than	r any other ling in a a set out in
<ul> <li>4. Persons not a party to this proceeding:  <ul> <li>I one only]</li> <li>I DO NOT KNOW OF ANY PERSON not a party to this proceeding who has physical custody or claims to have custody or visitation rights with respect to any child subject to this proceeding. I KNOW THAT THE FOLLOWING NAMED PERSON(S) not a party to this proceeding has (have) physical custody or claim(s) to have custody or visitation rights with respect to any child subject to this proceeding:  <ul> <li>a. Name and address of person:</li> </ul> </li> </ul> </li> </ul>	4. <b>Pers</b> 「 <b>√ one</b> only  I DC  or cl  I KN  (hav  subj	sons not a party to this proceeding  O NOT KNOW OF ANY PERSON n  laims to have custody or visitation rig  NOW THAT THE FOLLOWING NA  re) physical custody or claim(s) to have  ect to this proceeding:	ot a party to this pro hts with respect to MED PERSON(S) to re custody or visita	oceeding who has physic any child subject to this not a party to this procee tion rights with respect t	proceeding. ding has o any child
( ) has physical custody ( ) claims custody rights ( ) claims visitation rights.  Name of each child:  b. Name and address of person:  ( ) has physical custody ( ) claims custody rights ( ) claims visitation rights.  Name of each child:  c. Name and address of person:  ( ) has physical custody ( ) claims custody rights ( ) claims visitation rights.	Nam b. N  ( )  Nam c. N	Name and address of person:  has physical custody ( ) claims cure of each child:  Jame and address of person:	stody rights ( ) cl	laims visitation rights.	

5. Knowledge of prior child suppor	rt proceedings:
$[\sqrt{\text{one only}}]$	
	fidavit are NOT subject to existing child support order(s) in this
or any state or territory.	• • • • • • • • • • • • • • • • • • • •
	fidavit <u>are</u> subject to the following existing child support
order(s):	
c. Court and address:	
	if any):
	nd by whom:
11 1	atinuing duty to advise this Court of any custody,
separate maintenance, child neg state or any other state about w	rdianship proceeding (including dissolution of marriage, glect, or dependency) concerning the child(ren) in this chich information is obtained during this proceeding.  ment was [ \(  \) one only] ( ) mailed ( ) faxed and mailed ( )
hand delivered to the person(s) listed below	v on {date}
Dated:	
	G: CD /
	Signature of Party
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
OTTATE OF ELONDA	Fax Number:
STATE OF FLORIDA COUNTY OF	•
Sworn to or affirmed and signed before me	e on by
:	NOTARY PUBLIC or DEPUTY CLERK

	[Print, type, or stamp commissioned name of notary or clerk.]
Personally known	
Produced identification	
Type of identification produced	
BLANKS BELOW: [ 🗷 fill in all blanks	LL OUT THIS FORM, HE/SHE MUST FILL IN THE  [5]  nlawyer}
a nonlawyer, located at {street}	
{state}	ne}, helped {name}
who is the $[\sqrt{\text{one only}}]$ petitioner of	

## INSTRUCTIONS FOR FLORIDA FAMILY LAW RULES OF PROCEDURE FORM 12.902(b), FAMILY LAW FINANCIAL AFFIDAVIT (SHORT FORM)

#### When should this form be used?

This form should be used when you are involved in a family law case which requires a **financial affidavit** and your individual gross income is UNDER \$50,000 per year.

This form should be typed or printed in black ink. After completing this form, you should sign the form before a **notary public**. You should **file** the original with the **clerk of the circuit court** in the county where the **petition** was filed and keep a copy for your records.

#### What should I do next?

A copy of this form must be mailed or hand delivered to the other **party** in your case, if it is not served on him or her with your initial papers. This must be accomplished within 45 days of service of the petition.

#### Where can I look for more information?

**Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms.** The words that are in "bold underline" in these instructions are defined there. For further information, see rule 12.285, Florida Family Law Rules of Procedure.

#### Special notes...

If this is a domestic violence case and you want to keep your address confidential for safety reasons, do not enter the address, telephone, and fax information at the bottom of this form. Instead, file **Petitioner's Request for Confidential Filing of Address**, Solution Supreme Court Approved Family Law Form 12.980(i).

The affidavit must be completed using **monthly** income and expense amounts. If you are paid or your bills are due on a schedule which is not monthly, you must convert those amounts. Hints are provided below for making these conversions.

<b>Hourly</b> - If you are paid by the hour, you may convert your income to monthly as follows:						
Hourly amount	×	Hours worked per week	=	Weekly amount		
Weekly amount	×	52 Weeks per year	=	Yearly amount		
Yearly amount	÷	12 Months per year	=	Monthly Amount		
Daily - If you are paid by the day, you	a may con	vert your income to monthly a	s follows:			
Daily amount	×	Days worked per week	=	Weekly amount		
Weekly amount	×	52 Weeks per year	=	Yearly amount		
Yearly amount	÷	12 Months per year	=	Monthly Amount		
Weekly - If you are paid by the week, you may convert your income to monthly as follows:						
Weekly amount	×	52 Weeks per year	=	Yearly amount		
Yearly amount	÷	12 Months per year	=	Monthly Amount		
<b>Bi-weekly</b> - If you are paid every two weeks, you may convert your income to monthly as follows:						
Bi-weekly amount	×	26	=	Yearly amount		
Yearly amount	÷	12 Months per year	=	Monthly Amount		
<b>Bi-monthly</b> - If you are paid twice per month, you may convert your income to monthly as follows:						
Bi-monthly amount	×	2	=	Monthly Amount		

Expenses may be converted in the same manner.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**,  $\square$  Florida Family Law Rules of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms also

must put his or her name, she helps you complete.	address, and telephone nu	mber on the bottom of the	e last page of every form he or

IN THE CIRCUIT COURT OF THE COUNTY		
	, i zorazi	
Case No.: Division:		
oner,		
,		
ndent.		
FINANCIAL AFFIDAVIT (SHORT 50,000 Individual Gross Annual Income)	FORM)	
,bei	ing sworn, certify that the following	
Employed by:		
ROSS INCOME: structions with this form to figure out money an included under "other" should be listed separa	nounts for anything that is NOT paid tely with separate dollar amounts.	
s such as self-employment, partnerships, t contracts (gross receipts minus ordinary	1. \$	
	Division:	

PRESENT MONTHLY DEDUC	CTIONS:						
18. Monthly federal, state, and l	18. Monthly federal, state, and local income tax (corrected for filing status and						
allowable dependents and income tax liabilities)							
<ul><li>a. Filing Status</li><li>b. Number of dependents</li></ul>							
<ul><li>b. Number of dependents</li></ul>	s claimed		18. \$ <u> </u>				
19. Monthly FICA or self-employ	19. Monthly FICA or self-employment taxes 19						
20. Monthly Medicare payments			20				
21. Monthly mandatory union due			21				
22. Monthly mandatory retirement			22				
23. Monthly health insurance pa		insurance), excluding					
portion paid for any minor ch			23				
24. Monthly court-ordered child	support actually paid for	children from another					
relationship			24	<u>—</u>			
25. Monthly court-ordered alimor	ny actually paid						
25a. from this c	ease: \$						
25b. from other	case(s):	Add 25a and 25b	25	_			
AC TOTAL DEPLICATIONS A	I I OWA DE E IDADED CA	COTTON (4.40					
26. TOTAL DEDUCTIONS AI			I 26 0				
FLORIDA STATUTES (Ad	d lines 18 through 25)	101A	L: 26. \$				
PRESENT NET MONTHLY IN	COME (Subtract line 26	from line 17)	27. \$				
		,	-				
SECTION II. AVERAGE MON	NTHLY EXPENSES						
A. HOUSEHOLD:		E. OTHER EXPENS	SES NOT LISTED	ABOVE			
Mortgage or rent	\$	Clothing	\$				
Property taxes	\$	Medical/Dental (u	ninsured) \$				
Utilities	\$	Grooming	\$				
Telephone	\$	Entertainment	\$				
Food	\$	Gifts	\$				
Meals outside home	\$	Religious organiza	ations \$				
Maintenance/Repairs	\$	Miscellaneous	\$				
Other:	\$	Other:	\$				
B. AUTOMOBILE	_						
Gasoline	\$						
Repairs	\$ \$	-					
Insurance	\$						
C CHII D/DENNS EVDENCES	,						
C. CHILD(REN)'S EXPENSES	<b>ф</b>	F. PAYMENTS TO	CDEDITORS	MONETH			
Day care Lunch money	Φ		CREDITORS				
Clothing	Φ	CREDITOR:	¢	PAYMENT			
Grooming	\$						
Gifts for holidays	\$						
Medical/dental (uninsured)	\$		(I)				
	\$		<b>©</b>				
Other:	\$		Ф				
D. INSURANCE			¢				
Medical/dental	¢		¢				
Child(ren)'s medical/dental	\$						
Life	\$						
Other:	\$ \$		¢.				
<u></u>	Ψ		*				
28. TOTAL MONTHLY EXPE	NSES (add ALL monthly	amounts in					
A through F above)	(www.rell monthly	W.1.5 W1105 111	28. \$				

#### **SUMMARY**

29.	TOTAL PRESENT MONTHLY NET INCOME		
	(from line 27 of SECTION I. INCOME)	<b>29.</b> \$	
30.	TOTAL MONTHLY EXPENSES (from line 28 above)	<b>30.</b> \$	
31.	<b>SURPLUS</b> (If line 29 is more than line 30, subtract line 30 from line 29.		
	This is the amount of your surplus. Enter that amount here.)	31. \$	
32.	( <b>DEFICIT</b> ) (If line 30 is more than line 29, subtract line 29 from line 30.		
	This is the amount of your deficit. Enter that amount here.)	32. (\$	)

#### SECTION III. ASSETS AND LIABILITIES

Use the nonmarital column only if this is a petition for dissolution of marriage and you believe an item is "nonmarital," meaning it belongs to only one of you and should not be divided. You should indicate to whom you believe the item(s) or debt belongs. (Typically, you will only use this column if property/debt was owned/owed by one spouse before the marriage. See the "General Information for Self-Represented Litigants" found at the beginning of these forms and section 61.075(1), Florida Statutes, for definitions of "marital" and "nonmarital" assets and liabilities.)

#### A. ASSETS:

DESCRIPTION OF ITEM(S). List a description of each separate item owned by you (and/or your spouse, if this is a petition for dissolution of marriage).  DO NOT LIST ACCOUNT NUMBERS. ✓ the box next to any asset(s) which you are	Current Fair Market Value	Nonmarital (√ correct column)		
requesting the judge award to you.		husband	wife	
□ Cash (on hand)	\$			
□ Cash (in banks or credit unions)				
□ Stocks, Bonds, Notes				
□ Real estate: (Home)				
□ (Other)				
□ Automobiles				
□ Other personal property				
□ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.)				
□ Other				
$\Box$ $\sqrt{\ }$ here if additional pages are attached.				
Total Assets (add column B)	\$			

#### **B. LIABILITIES:**

DESCRIPTION OF ITEM(S). List a description of each separate debt owed by you (and/or your spouse, if this is a petition for dissolution of marriage). DO NOT LIST ACCOUNT NUMBERS. ✓ the box next to any debt(s) for which you	Current Amount Owed	Nonmarital (√ correct column)		
believe you should be responsible.		husband	wife	
□ Mortgages on real estate: First mortgage on home	\$			
□ Second mortgage on home				
□ Other mortgages				
□ Auto loans				
□ Charge/credit card accounts				
□ Other				
$\Box$ $\sqrt{\ }$ here if additional pages are attached.				
Total Debts (add column B)	<u>\$</u>			

#### C. CONTINGENT ASSETS AND LIABILITIES:

INSTRUCTIONS: If you have any **POSSIBLE assets** (income potential, accrued vacation or sick leave, bonus, inheritance, etc.) or **POSSIBLE liabilities** (possible lawsuits, future unpaid taxes, contingent tax liabilities, debts assumed by another), you must list them here.

Contingent Assets	Possible Value	Nonmarital (√ correct column)		
<b>√</b> the box next to any contingent asset(s) which you are requesting the judge award to you.		husband	wife	
	\$			
<b>Total Contingent Assets</b>	\$			

Contingent Liabilities	Possible Amount	Nonmarital ( <b>√</b> correct column)		
<b>√</b> the box next to any contingent debt(s) for which you believe you should be responsible.	tingent debt(s) for which you believe you should be responsible.	husband	wife	
	\$			
<b>Total Contingent Liabilities</b>	\$			

### SECTION IV. CHILD SUPPORT GUIDELINES WORKSHEET

(Support Guilla Family Law Rules of Procedure Form 12.902(e), Child Support Guilla Support Guill	iidelines Worksheet, MUSI be filed with
the court at or prior to a hearing to establish or modify child support. This requi	rement cannot be waived by the parties.)
[√one only]	,

 A Child Support	Guidelines	Worksheet	IS or	WILL	BE	filed in	this case.	This case	e involve	s the
establishment or mo	dification of	child suppor	t.							

 A Child Support Guidelines Worksheet IS NOT being filed in this case.	The establishment or modification
of child support is not an issue in this case.	

	[ $$ one only] ( ) mailed ( ) faxed and mailed ( ) hand delivered
to the person(s) listed below on {date}	
Other party or his/her attorney:	
Name:	<u></u>
Address:	
City, State, Zip:	
Fax Number:	<u> </u>
	rming under oath to the truthfulness of the claims made in this making a false statement includes fines and/or imprisonment.
Dated:	
	Signature of Party
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
67 L 77 OF FT OF TO	Fax Number:
STATE OF FLORIDA	
COUNTY OF	
Sworn to or affirmed and signed before me on	by
	NOTARY PUBLIC or DEPUTY CLERK
	[Print, type, or stamp commissioned name of notary or
	deputy clerk.]
Personally known	deputy cicik.
Produced identification	
Type of identification produced	
Type of identification produced	
IF A NONLAWYER HELPED YOU FILL O	UT THIS FORM, HE/SHE MUST FILL IN THE BLANKS
BELOW: [ # fill in all blanks]	, , , , , , , , , , , , , , , , , , , ,
I. {full legal name and trade name of nonlawver}	
a nonlawyer, located at {street}	
{state}, {phone}	, helped {name},
who is the [ $$ one only] petitioner or response.	

## INSTRUCTIONS FOR FLORIDA FAMILY LAW RULES OF PROCEDURE FORM 12.902(b), FAMILY LAW FINANCIAL AFFIDAVIT (SHORT FORM)

#### When should this form be used?

This form should be used when you are involved in a family law case which requires a **financial affidavit** and your individual gross income is UNDER \$50,000 per year.

This form should be typed or printed in black ink. After completing this form, you should sign the form before a **notary public**. You should **file** the original with the **clerk of the circuit court** in the county where the **petition** was filed and keep a copy for your records.

#### What should I do next?

A copy of this form must be mailed or hand delivered to the other **party** in your case, if it is not served on him or her with your initial papers. This must be accomplished within 45 days of service of the petition.

#### Where can I look for more information?

**Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms.** The words that are in "bold underline" in these instructions are defined there. For further information, see rule 12.285, Florida Family Law Rules of Procedure.

#### Special notes...

If this is a domestic violence case and you want to keep your address confidential for safety reasons, do not enter the address, telephone, and fax information at the bottom of this form. Instead, file **Petitioner's Request for Confidential Filing of Address**, Solution Supreme Court Approved Family Law Form 12.980(i).

The affidavit must be completed using **monthly** income and expense amounts. If you are paid or your bills are due on a schedule which is not monthly, you must convert those amounts. Hints are provided below for making these conversions.

<b>Hourly</b> - If you are paid by the hour, you may convert your income to monthly as follows:						
Hourly amount	×	Hours worked per week	=	Weekly amount		
Weekly amount	×	52 Weeks per year	=	Yearly amount		
Yearly amount	÷	12 Months per year	=	Monthly Amount		
Daily - If you are paid by the day, you	a may con	vert your income to monthly a	s follows:			
Daily amount	×	Days worked per week	=	Weekly amount		
Weekly amount	×	52 Weeks per year	=	Yearly amount		
Yearly amount	÷	12 Months per year	=	Monthly Amount		
Weekly - If you are paid by the week	, you may	convert your income to month	ly as follo	ws:		
Weekly amount	×	52 Weeks per year	=	Yearly amount		
Yearly amount	÷	12 Months per year	=	Monthly Amount		
Bi-weekly - If you are paid every two	weeks, yo	ou may convert your income to	monthly	as follows:		
Bi-weekly amount	×	26	=	Yearly amount		
Yearly amount	÷	12 Months per year	=	Monthly Amount		
<b>Bi-monthly</b> - If you are paid twice per month, you may convert your income to monthly as follows:						
Bi-monthly amount	×	2	=	Monthly Amount		

Expenses may be converted in the same manner.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**,  $\square$  Florida Family Law Rules of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms also

must put his or her name, she helps you complete.	address, and telephone nu	mber on the bottom of the	e last page of every form he or

THECOUNTY	FLORIDA
	, i zorazi
Case No.: Division:	
oner,	
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ndent.	
FINANCIAL AFFIDAVIT (SHORT 50,000 Individual Gross Annual Income)	FORM)
,bei	ing sworn, certify that the following
Employed by:	
ROSS INCOME: structions with this form to figure out money an included under "other" should be listed separa	nounts for anything that is NOT paid tely with separate dollar amounts.
s such as self-employment, partnerships, t contracts (gross receipts minus ordinary	1. \$
	Division:

PRESENT MONTHLY DEDUC	CTIONS:							
18. Monthly federal, state, and l	8. Monthly federal, state, and local income tax (corrected for filing status and							
allowable dependents and income tax liabilities)								
a. Filing Status b. Number of dependents claimed 18. \$								
b. Number of dependents claimed 18. \$								
19. Monthly FICA or self-employ	19. Monthly FICA or self-employment taxes 19							
20. Monthly Medicare payments			20					
21. Monthly mandatory union due			21					
22. Monthly mandatory retirement			22					
23. Monthly health insurance pa		insurance), excluding						
portion paid for any minor ch			23					
24. Monthly court-ordered child	support actually paid for	children from another						
relationship			24	<u>—</u>				
25. Monthly court-ordered alimor	ny actually paid							
25a. from this c	ease: \$							
25b. from other	case(s):	Add 25a and 25b	25	_				
AC TOTAL DEPLICATIONS A	I I OWA DE E IDADED CA	COTTON (4.40						
26. TOTAL DEDUCTIONS AI			I 26 0					
FLORIDA STATUTES (Ad	d lines 18 through 25)	101A	L: 26. \$					
PRESENT NET MONTHLY IN	COME (Subtract line 26	from line 17)	27. \$					
		,	-					
SECTION II. AVERAGE MON	NTHLY EXPENSES							
A. HOUSEHOLD:		E. OTHER EXPENS	SES NOT LISTED	ABOVE				
Mortgage or rent	\$	Clothing	\$					
Property taxes	\$	Medical/Dental (u	ninsured) \$					
Utilities	\$	Grooming	\$					
Telephone	\$	Entertainment	\$					
Food	\$	Gifts	\$					
Meals outside home	\$	Religious organiza	ations \$					
Maintenance/Repairs	\$	Miscellaneous	\$					
Other:	\$	Other:	\$					
B. AUTOMOBILE	_							
Gasoline	\$							
Repairs	\$ \$	-						
Insurance	\$							
C CHII D/DENNS EVDENCES	,							
C. CHILD(REN)'S EXPENSES	<b>ф</b>	F. PAYMENTS TO	CDEDITORS	MONETH				
Day care Lunch money	Φ		CREDITORS					
Clothing	Φ	CREDITOR:	¢	PAYMENT				
Grooming	\$							
Gifts for holidays	\$							
Medical/dental (uninsured)	\$		(I)					
	\$		<b>©</b>					
Other:	\$		Ф					
D. INSURANCE			¢					
Medical/dental	¢		¢					
Child(ren)'s medical/dental	\$							
Life	\$							
Other:	\$ \$		¢.					
<u></u>	Ψ		*					
28. TOTAL MONTHLY EXPE	NSES (add ALL monthly	amounts in						
A through F above)	(www.rell monthly	W.1.5 W1105 111	28. \$					

#### **SUMMARY**

29.	TOTAL PRESENT MONTHLY NET INCOME		
	(from line 27 of SECTION I. INCOME)	<b>29.</b> \$	
30.	TOTAL MONTHLY EXPENSES (from line 28 above)	<b>30.</b> \$	
31.	<b>SURPLUS</b> (If line 29 is more than line 30, subtract line 30 from line 29.		
	This is the amount of your surplus. Enter that amount here.)	31. \$	
32.	( <b>DEFICIT</b> ) (If line 30 is more than line 29, subtract line 29 from line 30.		
	This is the amount of your deficit. Enter that amount here.)	32. (\$	)

#### SECTION III. ASSETS AND LIABILITIES

Use the nonmarital column only if this is a petition for dissolution of marriage and you believe an item is "nonmarital," meaning it belongs to only one of you and should not be divided. You should indicate to whom you believe the item(s) or debt belongs. (Typically, you will only use this column if property/debt was owned/owed by one spouse before the marriage. See the "General Information for Self-Represented Litigants" found at the beginning of these forms and section 61.075(1), Florida Statutes, for definitions of "marital" and "nonmarital" assets and liabilities.)

#### A. ASSETS:

DESCRIPTION OF ITEM(S). List a description of each separate item owned by you (and/or your spouse, if this is a petition for dissolution of marriage).  DO NOT LIST ACCOUNT NUMBERS. ✓ the box next to any asset(s) which you are	Current Fair Market Value	Nonmarital (√ correct column)		
requesting the judge award to you.		husband	wife	
□ Cash (on hand)	\$			
□ Cash (in banks or credit unions)				
□ Stocks, Bonds, Notes				
□ Real estate: (Home)				
□ (Other)				
□ Automobiles				
□ Other personal property				
□ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.)				
□ Other				
$\Box$ $\sqrt{\ }$ here if additional pages are attached.				
Total Assets (add column B)	\$			

#### **B. LIABILITIES:**

DESCRIPTION OF ITEM(S). List a description of each separate debt owed by you (and/or your spouse, if this is a petition for dissolution of marriage). DO NOT LIST ACCOUNT NUMBERS. ✓ the box next to any debt(s) for which you	Current Amount Owed	Nonmarital (√ correct column)		
believe you should be responsible.		husband	wife	
□ Mortgages on real estate: First mortgage on home	\$			
□ Second mortgage on home				
□ Other mortgages				
□ Auto loans				
□ Charge/credit card accounts				
□ Other				
$\Box$ $\sqrt{\ }$ here if additional pages are attached.				
Total Debts (add column B)	<u>\$</u>			

#### C. CONTINGENT ASSETS AND LIABILITIES:

INSTRUCTIONS: If you have any **POSSIBLE assets** (income potential, accrued vacation or sick leave, bonus, inheritance, etc.) or **POSSIBLE liabilities** (possible lawsuits, future unpaid taxes, contingent tax liabilities, debts assumed by another), you must list them here.

Contingent Assets	Possible Value	Nonmarital (√ correct column)		
<b>√</b> the box next to any contingent asset(s) which you are requesting the judge award to you.		husband	wife	
	\$			
<b>Total Contingent Assets</b>	\$			

Contingent Liabilities	Possible Amount Owed	Nonmarital (√ correct column)		
<b>√</b> the box next to any contingent debt(s) for which you believe you should be responsible.	Owed	husband	wife	
	\$			
<b>Total Contingent Liabilities</b>	\$			

### SECTION IV. CHILD SUPPORT GUIDELINES WORKSHEET

(Support Guilla Family Law Rules of Procedure Form 12.902(e), Child Support Guilla Support Guill	iidelines Worksheet, MUSI be filed with
the court at or prior to a hearing to establish or modify child support. This requi	rement cannot be waived by the parties.)
[√one only]	,

 A Child Support	Guidelines	Worksheet	IS or	WILL	BE	filed in	this case.	This case	e involve	s the
establishment or mo	dification of	child suppor	t.							

 A Child Support Guidelines Worksheet IS NOT being filed in this case.	The establishment or modification
of child support is not an issue in this case.	

	[ $$ one only] ( ) mailed ( ) faxed and mailed ( ) hand delivered
to the person(s) listed below on {date}	
Other party or his/her attorney:	
Name:	<u></u>
Address:	
City, State, Zip:	
Fax Number:	<u> </u>
	rming under oath to the truthfulness of the claims made in this making a false statement includes fines and/or imprisonment.
Dated:	
	Signature of Party
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
67 L 77 OF FT OF TO	Fax Number:
STATE OF FLORIDA	
COUNTY OF	
Sworn to or affirmed and signed before me on	by
	NOTARY PUBLIC or DEPUTY CLERK
	[Print, type, or stamp commissioned name of notary or
	deputy clerk.]
Personally known	deputy cicik.
Produced identification	
Type of identification produced	
Type of identification produced	
IF A NONLAWYER HELPED YOU FILL O	UT THIS FORM, HE/SHE MUST FILL IN THE BLANKS
BELOW: [ # fill in all blanks]	, , , , , , , , , , , , , , , , , , , ,
I. {full legal name and trade name of nonlawver}	
a nonlawyer, located at {street}	
{state}, {phone}	, helped {name},
who is the [ $$ one only] petitioner or response.	

### INSTRUCTIONS FOR FLORIDA FAMILY LAW RULE OF PROCEDURE FORM 12.902(c), FAMILY LAW FINANCIAL AFFIDAVIT

#### When should this form be used?

This form should be used when you are involved in a family law case which requires a **financial affidavit** and your individual gross income is \$50,000 OR MORE per year.

This form should be typed or printed in black ink. After completing this form, you should sign the form before a <u>notary public</u>. You should then <u>file</u> the original with the <u>clerk of the circuit court</u> in the county where the <u>petition</u> was filed and keep a copy for your records.

#### What should I do next?

A copy of this form must be mailed or hand delivered to the other **party** in your case, if it is not served on him or her with your initial papers. This must be accomplished within 45 days of service of the petition.

#### Where can I look for more information?

**Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms.** The words that are in "**bold underline**" in these instructions are defined there. For further information, see rule 12.285, Florida Family Law Rules of Procedure.

#### Special notes...

If this is a domestic violence case and you want to keep your address confidential for safety reasons, do not enter the address, telephone, and fax information at the bottom of this form. Instead, file **Petitioner's Request for Confidential Filing of Address**, Solution Supreme Court Approved Family Law Form 12.980(i).

The affidavit must be completed using **monthly** income and expense amounts. If you are paid or your bills are due on a schedule which is not monthly, you must convert those amounts. Hints are provided below for making these conversions.

<b>Hourly</b> - If you are paid by	y the hour, you may	convert your income to mor	nthly as follo	ws:
Hourly amount	×	Hours worked per week	=	Weekly amount
Weekly amount	×	52 Weeks per year		= Yearly
amount				
Yearly amount	÷	12 Months per year	=	Monthly Amount
<b>Daily</b> - If you are paid by the day, you may convert your income to monthly as follows:				
Daily amount	×	Days worked per week	=	Weekly amount
Weekly amount	×	52 Weeks per year		= Yearly
amount				
Yearly amount	÷	12 Months per year	=	Monthly Amount
Weekly - If you are paid by the week, you may convert your income to monthly as follows:				
Weekly amount	×	52 Weeks per year	=	Yearly amount
Yearly amount	÷	12 Months per year	=	Monthly Amount
Bi-weekly - If you are paid	ł every two weeks, y	ou may convert your incom	e to monthly	as follows:
Bi-weekly amou	nt ×	26	=	Yearly amount
Yearly amount	÷	12 Months per year	=	Monthly Amount
<b>Bi-monthly</b> - If you are paid twice per month, you may convert your income to monthly as follows:				
Bi-monthly amo	unt ×	2	=	Monthly Amount

Expenses may be converted in the same manner.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**,  $\square$  Florida Family Law Rules

of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms also <b>must</b> put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

IN THE CIRCUIT COURT OF THE	
IN AND FOR	COUNTY, FLORIDA
	Case No.:
	Division:
Petitioner,	
and	
Respondent.	
FAMILY LAW FINA (\$50,000 or more Individu	
I, {full legal name}	, being
sworn, certify that the following information is true:	
SECTION I. INCOME	
1. Date of Birth:	
2. My occupation is:	
3. I am currently [√ all that apply]	
a. Unemployed	
* *	w soon you expect to be employed, and the pay you
b. Employed by:	
Address:	
Telephone Number:	
Pay rate: \$( ) every week (	every other week ( ) twice a month
( ) monthly ( ) other:	
	change jobs soon, describe the change you expect and
☐ Check here if you currently have more than job(s) on a separate sheet and attach it to this c. Retired. Date of retirement:	
Employer from whom retired:	

Address:	
City, State, Zip code: Telephone Nu	umber:
	Party's Income (if known)
PRESENT MONTHLY GROSS INCOME: All amounts must be MONTHLY. See the instructions with this form to figure out money amou monthly. Attach more paper, if needed. Items included under "other" should be listed separately	nts for anything that is NOT paid with separate dollar amounts.
1. Monthly gross salary or wages	1. \$
2. Monthly bonuses, commissions, allowances, overtime, tips, and similar	·
payments	2
3. Monthly business income from sources such as self-employment, partnerships, close corporations, and/or independent contracts (Gross receipts minus ordinary and necessary expenses required to produce income.)  (□ Attach sheet itemizing such income and expenses.)	3
4. Monthly disability benefits/SSI	4
5. Monthly Workers' Compensation	5
6. Monthly Unemployment Compensation	6
<ul><li>7. Monthly pension, retirement, or annuity payments</li><li>8. Monthly Social Security benefits</li></ul>	7. 8.
9. Monthly alimony actually received	8
9a. From this case: \$	
9b. From other case(s): Add 9a and 9b	9
10. Monthly interest and dividends	10.
11. Monthly rental income (gross receipts minus ordinary and necessary expenses required to produce income) (□ Attach sheet itemizing such income and expense items.)	11
12. Monthly income from royalties, trusts, or estates	12.
13. Monthly reimbursed expenses and in-kind payments to the extent that they reduce personal living expenses (  Attach sheet itemizing each item and	
amount.)	13
<ul><li>14. Monthly gains derived from dealing in property (not including nonrecurring gains)</li><li>Any other income of a recurring nature (identify source)</li></ul>	14
15	15
16.	16.
17. PRESENT MONTHLY GROSS INCOME (Add lines 1–16) TOTAL:	
PRESENT MONTHLY DEDUCTIONS: All amounts must be MONTHLY. See the instructions with this form to figure out money amou	nts for anything that is NOT paid
monthly.  18. Monthly federal, state, and local income tax (corrected for filing status and allowable dependents and income tax liabilities)	
<ul><li>a. Filing Status</li><li>b. Number of dependents claimed</li></ul>	18. \$
19. Monthly FICA or self-employment taxes	19
20. Monthly Medicare payments	20.

<ul><li>21. Monthly mandatory union dues</li><li>22. Monthly mandatory retirement payments</li><li>23. Monthly health insurance payments (including dental insurance), excluding portion paid for any minor children of this relationship</li></ul>	21	
<ul><li>24. Monthly court-ordered child support actually paid for children from another relationship</li></ul>	23	
25. Monthly court-ordered alimony actually paid 25a. from this case: \$		
25b. from other case(s): Add 25a and 25b	25	
26. TOTAL DEDUCTIONS ALLOWABLE UNDER SECTION 61.30, FLORIDA STATUTES (Add lines 18 through 25) TOTAL:	26. \$	
27. PRESENT NET MONTHLY INCOME (Subtract line 26 from line 17)	27. \$	
SECTION II. AVERAGE MONTHLY EXPENSES		
<b>Proposed/Estimated Expenses.</b> If this is a dissolution of marriage case <b>and</b> your expenses as listed below do not reflect what you actually pay currently, you should write "estimate" next to each amount that is		

### HOUSEHOLD:

estimated.

	0.0000000000000000000000000000000000000		
1.	Monthly mortgage or rent payments	1.	\$
2.	Monthly property taxes (if not included in mortgage)	2.	
3.	Monthly insurance on residence (if not included in mortgage)	3.	
4.	Monthly condominium maintenance fees and homeowner's association fees	4.	
5.	Monthly electricity	5.	
6.	Monthly water, garbage, and sewer	6.	
7.	Monthly telephone	7.	
8.	Monthly fuel oil or natural gas		
9.	Monthly repairs and maintenance	9.	
10.	Monthly lawn care	10.	
11.	Monthly pool maintenance		
12.	Monthly pest control	12.	
13.	Monthly misc. household	13.	
14.	Monthly food and home supplies	14.	
15.	Monthly meals outside home		
16.	Monthly cable t.v.		
17.	Monthly alarm service contract		
18.	Monthly service contracts on appliances		
19.	Monthly maid service		
Oth	er:		
20.		20.	-
21.		21.	
22.			
23.		23.	
24		24	

25.	SUBTOTAL (add lines 1 through 24)	25. \$
A T	TOMOBILE:	
		26 \$
	Monthly gasoline and oil	26. \$
	Monthly repairs  Monthly pute toos and emission testing	27
	Monthly auto tags and emission testing	28
	Monthly insurance	29
	Monthly payments (lease or financing)	30
	Monthly rental/replacements	31
	Monthly alternative transportation (bus, rail, car pool, etc.)	32
	Monthly tolls and parking	33
34.	Other:	34
35.	SUBTOTAL (add lines 26 through 34)	35. \$
<b>M</b> (	ONTHLY EXPENSES FOR CHILDREN COMMON TO BOTH	
PA	RTIES:	
36.	Monthly nursery, babysitting, or day care	36. \$
37.	Monthly school tuition	37
38.	Monthly school supplies, books, and fees	38
39.	Monthly after school activities	39
40.	Monthly lunch money	40
41.	Monthly private lessons or tutoring	41
42.	Monthly allowances	42
	Monthly clothing and uniforms	43
	Monthly entertainment (movies, parties, etc.)	44
	Monthly health insurance	45
	Monthly medical, dental, prescriptions (nonreimbursed only)	46.
	Monthly psychiatric/psychological/counselor	47.
	Monthly orthodontic	48
	Monthly vitamins	49.
	Monthly beauty parlor/barber shop	50.
	Monthly nonprescription medication	51.
	Monthly cosmetics, toiletries, and sundries	52.
	Monthly gifts from child(ren) to others (other children, relatives, teachers,	
	etc.)	53
54.	Monthly camp or summer activities	54.
	Monthly clubs (Boy/Girl Scouts, etc.)	55.
	Monthly access expenses (for nonresidential parent)	56.
	Monthly miscellaneous	57.
	•	
58.	SUBTOTAL (add lines 36 through 57)	58. \$
	ONTHLY EXPENSES FOR CHILD(REN) FROM ANOTHER	
	LATIONSHIP: (other than court-ordered child support)	
59.		59. \$
60.		60
61.		61
62.		62

63.		SUBTOTAL (add lines 59 through 62)	63. \$	
MC	ONTHLY INSURANCE:			
		rtion paid for any minor child(ren) of this		
04.	relationship	tion paid for any inmor chira(ici) of this	64. \$	
65				
	Life insurance		65	
	Dental insurance		66	
Oth				
67.			67	
68.			68	_
69.		SUBTOTAL (add lines 64 through 68)	69. \$	
ОТ	HER MONTHLY EXPENSES	S NOT LISTED ABOVE:		
70.	Monthly dry cleaning and laund	dry	70. \$	
	Monthly clothing	. <b>,</b>	71.	
	Monthly medical, dental, and p	rescription (unreimbursed only)	72.	
			73.	
		gical, or counselor (unreimbursed only)	74.	<del></del>
		cations, cosmetics, toiletries, and sundries	75.	
	Monthly grooming		76.	<del></del>
	Monthly gifts		70	<del></del>
	Monthly pet expenses		77	
	Monthly club dues and member	ship	78	
79.	Monthly sports and hobbies		79	<del></del>
80.	Monthly entertainment		80.	
81.	Monthly periodicals/books/tape	es/CD's	81.	
82.	Monthly vacations		82	<del></del>
	Monthly religious organizations	S	83	
	Monthly bank charges/credit ca		84	
	Monthly education expenses		85	
		mary expenses not otherwise mentioned in		
	items listed above)	inally emperous new evilor will a memorial in		
			86	
Q7.			87	
Q Q			88	
89.			89	_
90.		SUBTOTAL (add lines 70 through 89)	90. \$	
MC	NTHI V DAVMENTS TO C	<b>REDITORS:</b> (only when payments are	currently made h	w vou on
	standing balances)	REDITORS: (only when payments are	currently made o	y you on
	ME OF CREDITOR(s):			
91.			91. \$	
92.			92	
93.			93	
94			94.	
95			95.	_
)). 06			06	
プロ.			96	
9/.			97	
98.			98	

99.		99
100.		100
101.		101.
102		102
103		103
104.	SUBTOTAL (add lines 91 through 103)	104. \$
105.	TOTAL MONTHLY EXPENSES:	
	(add lines 25, 35, 58, 63, 69, 90, and 104 of Section II, Expenses)	105. \$
SUM	MARY	
106.	TOTAL PRESENT MONTHLY NET INCOME	
	(from line 27 of SECTION I. INCOME)	106. \$
107.	TOTAL MONTHLY EXPENSES (from line 105 above)	107. \$
108.	<b>SURPLUS</b> (If line 106 is more than line 107, subtract line 107 from line 106. This is the amount of your surplus. Enter that amount here.)	108. \$
109.	<b>(DEFICIT)</b> (If line 107 is more than line 106, subtract line 106 from line 107. This is the amount of your deficit. Enter that amount here.)	109. (\$)

#### SECTION III. ASSETS AND LIABILITIES

#### A. ASSETS (This is where you list what you OWN.)

#### **INSTRUCTIONS:**

**STEP 1:** In column A, list a description of each separate item owned by you (and/or your spouse, if this is a petition for dissolution of marriage). Blank spaces are provided if you need to list more than one of an item.

**STEP 2:** If this is a petition for dissolution of marriage, check the box in Column A next to any item that you are requesting the judge award to you.

STEP 3: In column B, write what you believe to be the current fair market value of all items listed.

<u>STEP 4</u>: Use column C only if this is a petition for dissolution of marriage and you believe an item is "nonmarital," meaning it belongs to only one of you and should not be divided. You should indicate to whom you believe the item belongs. (Typically, you will only use Column C if property was owned by one spouse before the marriage. See the "General Information for Self-Represented Litigants" found at the beginning of these forms and section 61.075(1), Florida Statutes, for definitions of "marital" and "nonmarital" assets and liabilities.)

A  ASSETS: DESCRIPTION OF ITEM(S)  DO NOT LIST ACCOUNT NUMBERS.	B Current Fair Market Value		c narital t column) wife
□ Cash (on hand)	\$	nasouna	,,,,,,
□ Cash (in banks or credit unions)			
□ Stocks/Bonds			

□ Notes (money owed to you in writing) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	A ASSETS: DESCRIPTION OF ITEM(S) DO NOT LIST ACCOUNT NUMBERS.	B Current Fair Market Value	Nonn	C narital t column)
□ Notes (money owed to you in writing) □ □ Money owed to you (not evidenced by a note) □ □ Real estate: (Home) □ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	<b>√</b> the box next to any asset(s) which you are requesting the judge award to you.		husband	wife
□ □ Money owed to you (not evidenced by a note) □ □ Real estate: (Home) □ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□         Money owed to you (not evidenced by a note)           □         □           □         Real estate: (Home)           □         □ <td>□ Notes (money owed to you in writing)</td> <td></td> <td></td> <td></td>	□ Notes (money owed to you in writing)			
□ Money owed to you (not evidenced by a note) □ Real estate: (Home) □ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Real estate: (Home) □ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Real estate: (Home) □ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	☐ Money owed to you (not evidenced by a note)			
□ Real estate: (Home)         □           □ (Other)         □           □         □ <td< td=""><td></td><td></td><td></td><td></td></td<>				
□ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ Real estate: (Home)			
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ (Other)			
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Business interests □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Business interests □ □ □ □ □ □ Automobiles □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ Business interests			
□ Automobiles □ Boats □ Other vehicles □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ Furniture & furnishings in home □ Furniture & furnishings in home				
□ Automobiles □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Automobiles □ □ □ □ □ □ Boats □ □ □ Other vehicles □ □ □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ Furniture & furnishings in home □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ Automobiles			
□ Boats □ □ Other vehicles □ □ □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Boats □ □ Other vehicles □ □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Other vehicles □ □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Other vehicles □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ Furniture & furnishings in home □	□ Boats			
□ Other vehicles □ □ □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ Other vehicles			
□ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ Furniture & furnishings in home □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.)			
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Furniture & furnishings in home □				
□ Furniture & furnishings in home				
☐ Furniture & turnishings elsewhere	□ Furniture & furnishings elsewhere			

A ASSETS: DESCRIPTION OF ITEM(S) DO NOT LIST ACCOUNT NUMBERS.	B Current Fair Market Value	Nonm (√ correc	arital
<b>√</b> the box next to any asset(s) which you are requesting the judge award to you.		husband	wife
□ Collectibles			
□ Jewelry			
☐ Life insurance (cash surrender value)			
☐ Sporting and entertainment (T.V., stereo, etc.) equipment			
□ Other assets			
Total Assets (add column B)	\$		

#### B. LIABILITIES/DEBTS (This is where you list what you OWE.)

#### **INSTRUCTIONS:**

**STEP 1:** In column A, list a description of each separate debt owed by you (and/or your spouse, if this is a petition for dissolution of marriage). Blank spaces are provided if you need to list more than one of an item.

**STEP 2:** If this is a petition for dissolution of marriage, check the box in Column A next to any debt(s) for which you believe you should be responsible.

STEP 3: In column B, write what you believe to be the current amount owed for all items listed.

<u>STEP 4</u>: Use column C only if this is a petition for dissolution of marriage and you believe an item is "nonmarital," meaning the debt belongs to only one of you and should not be divided. You should indicate to whom you believe the debt belongs. (Typically, you will only use Column C if the debt was owed by one spouse before the marriage. See the "General Information for <u>Self-Represented</u> Litigants" found at the beginning of these forms and section 61.075(1), Florida Statutes, for definitions of "marital" and "nonmarital" assets and liabilities.)

A LIABILITIES: DESCRIPTION OF ITEM(S) DO NOT LIST ACCOUNT NUMBERS.	B Current Amount Owed	Nonm (√ correc	arital	
√ the box next to any debt(s) for which you believe you should be responsible.		husband	wife	
☐ Mortgages on real estate: First mortgage on home	\$			
□ Second mortgage on home				
□ Other mortgages				
□ Charge/credit card accounts				
□ Auto loan				
□ Auto loan				
□ Bank/Credit Union loans				
☐ Money you owe (not evidenced by a note)				
□ Judgments				
□ Other				
Total Debts (add column B)	\$			
C. NET WORTH (excluding contingent assets and liabilities)  Total Assets (enter total of Column B in Asset Table; Section A) \$  Total Liabilities (enter total of Column B in Liabilities Table; Section B) \$				
TOTAL NET WORTH (Total Assets minus Total Liabilities	)			
(excluding contingent assets and liabilities)		\$		

#### D. CONTINGENT ASSETS AND LIABILITIES

INSTRUCTIONS:

If you have any **POSSIBLE assets** (income potential, accrued vacation or sick leave, bonus, inheritance, etc.) or **POSSIBLE liabilities** (possible lawsuits, future unpaid taxes, contingent tax liabilities, debts assumed by another), you must list them here.

S  Contingent Liabilities  Contingent Liabilities  Contingent Liabilities  Contingent Liabilities  Contingent Liabilities  Contingent Liabilities  S  Contingent Liabilities  S  Contingent Liabilities  S  Contingent Liabilities  S  Contingent Liabilities  Contingent Lia	A Contingent Assets	B Possible Value	Nonm (√ correct	arital
Total Contingent Assets    Contingent Liabilities	$m{}$ the box next to any contingent asset(s) which you are requesting the judge award to you.		husband	wife
Total Contingent Assets  S  Contingent Liabilities  Total Contingent debt(s) for which you believe you should be responsible.  S  Contingent Liabilities  S  Contingent Liabilities		\$		
Total Contingent Assets  S  Contingent Liabilities  A Contingent Liabilities  A Contingent Liabilities  Florida Family Law Rules of Procedure F 2.902(e), Child Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearin stablish or modify child support. This requirement cannot be waived by the parties.  For one only]  A Child Support Guidelines Worksheet IS or WILL BE filed in this case. This case involve establishment or modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishment modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishment modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishment modification of child support is not an issue in this case.  Certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helivered to the person(s) listed below on {date}  Dither party or his/her attorney:    Address:				
Total Contingent Assets  S				
Total Contingent Assets    S				
Contingent Liabilities    A				
Contingent Liabilities    Possible Amount   Owed   Nonmarital (   Correct column   Owed	Total Contingent Assets	\$		
Vithe box next to any contingent debt(s) for which you believe you should be responsible.  S  C. CHILD SUPPORT GUIDELINES WORKSHEET. S□ Florida Family Law Rules of Procedure F 2.902(e), Child Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearin stablish or modify child support. This requirement cannot be waived by the parties.  ✓ one only]  A Child Support Guidelines Worksheet IS or WILL BE filed in this case. This case involve establishment or modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishmen modification of child support is not an issue in this case.  Certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helelivered to the person(s) listed below on {date}  Other party or his/her attorney:  Same:  Same:  Solve State, Zip:  Solve State,		В	C	1
Miche box next to any contingent debt(s) for which you believe you should be responsible.   husband   with the court at or prior to a hearing stabilish or modify child support. This requirement cannot be waived by the parties.   Tonical Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearing stabilish or modify child support. This requirement cannot be waived by the parties.   Tonical Support Guidelines Worksheet IS or WILL BE filed in this case. This case involves establishment or modification of child support.   A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishment modification of child support is not an issue in this case.   Certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helelivered to the person(s) listed below on {date}   Debug filed in the case involves   Debug filed in the case involves   Debug filed in the case involves   Debug filed in the case	Contingent Liabilities	Possible Amount		
Total Contingent Liabilities  S	<b>√</b> the box next to any contingent debt(s) for which you believe you should be responsible.	Owed	husband	wife
Total Contingent Liabilities  S  C. CHILD SUPPORT GUIDELINES WORKSHEET. □ Florida Family Law Rules of Procedure F 2.902(e), Child Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearin stablish or modify child support. This requirement cannot be waived by the parties.  ✓ one only]  A Child Support Guidelines Worksheet IS or WILL BE filed in this case. This case involve establishment or modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishmen modification of child support is not an issue in this case.  certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helelivered to the person(s) listed below on {date}  Other party or his/her attorney:  lame:  Address:		\$		
Total Contingent Liabilities  S  C. CHILD SUPPORT GUIDELINES WORKSHEET. □ Florida Family Law Rules of Procedure F 2.902(e), Child Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearin stablish or modify child support. This requirement cannot be waived by the parties.  ✓ one only]  A Child Support Guidelines Worksheet IS or WILL BE filed in this case. This case involve establishment or modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishmen modification of child support is not an issue in this case.  certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helelivered to the person(s) listed below on {date}  Other party or his/her attorney: Name:  Address:				
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Delivered to the person(s) listed below on {date}	2.902(e), Child Support Guidelines Worksheet, MUST be filed with the stablish or modify child support. This requirement cannot be waived by √ one only]  A Child Support Guidelines Worksheet IS or WILL BE filed establishment or modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed	he court at or property the parties.  in this case. The	rior to a h	earing volves
Name:Address:				) hai
City, State, Zip:	Other party or his/her attorney: Name: Address:			
iov Numbor:	City, State, Zip:			

I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this affidavit and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

Dated:	
	Signature of Party Printed Name: Address: City, State, Zip: Telephone Number:
STATE OF FLORIDA COUNTY OF	Fax Number:
Sworn to or affirmed and signed before me on	by
	NOTARY PUBLIC or DEPUTY CLERK
	[Print, type, or stamp commissioned name of notary or deputy clerk .]
Personally known	
Produced identification	
Type of identification produced	
<b>BLANKS BELOW:</b> [ \( \mathref{\varphi} \) fill in <b>all</b> blanks]	C OUT THIS FORM, HE/SHE MUST FILL IN THE
a nonlawver. located at {street}	, {city}
{state}, {phone}	r}
who is the $[\sqrt{\text{one only}}]$ petitioner or re	espondent, fill out this form.

### INSTRUCTIONS FOR FLORIDA FAMILY LAW RULE OF PROCEDURE FORM 12.902(c), FAMILY LAW FINANCIAL AFFIDAVIT

#### When should this form be used?

This form should be used when you are involved in a family law case which requires a **financial affidavit** and your individual gross income is \$50,000 OR MORE per year.

This form should be typed or printed in black ink. After completing this form, you should sign the form before a <u>notary public</u>. You should then <u>file</u> the original with the <u>clerk of the circuit court</u> in the county where the <u>petition</u> was filed and keep a copy for your records.

#### What should I do next?

A copy of this form must be mailed or hand delivered to the other **party** in your case, if it is not served on him or her with your initial papers. This must be accomplished within 45 days of service of the petition.

#### Where can I look for more information?

**Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms.** The words that are in "**bold underline**" in these instructions are defined there. For further information, see rule 12.285, Florida Family Law Rules of Procedure.

#### Special notes...

If this is a domestic violence case and you want to keep your address confidential for safety reasons, do not enter the address, telephone, and fax information at the bottom of this form. Instead, file **Petitioner's Request for Confidential Filing of Address**, Solution Supreme Court Approved Family Law Form 12.980(i).

The affidavit must be completed using **monthly** income and expense amounts. If you are paid or your bills are due on a schedule which is not monthly, you must convert those amounts. Hints are provided below for making these conversions.

<b>Hourly</b> - If you are paid by the hour, you may convert your income to monthly as follows:					
Hourly amount	×	Hours worked per week	=	Weekly amount	
Weekly amount	×	52 Weeks per year		= Yearly	
amount					
Yearly amount	÷	12 Months per year	=	Monthly Amount	
<b>Daily</b> - If you are paid by	the day, you may co	nvert your income to month	ly as follows:		
Daily amount	×	Days worked per week	=	Weekly amount	
Weekly amount	×	52 Weeks per year		= Y e a r l y	
amount					
Yearly amount	÷	12 Months per year	=	Monthly Amount	
Weekly - If you are paid b	y the week, you may	y convert your income to me	onthly as follo	ows:	
Weekly amount	×	52 Weeks per year	=	Yearly amount	
Yearly amount	÷	12 Months per year	=	Monthly Amount	
Bi-weekly - If you are paid	d every two weeks, y	you may convert your incom	e to monthly	as follows:	
Bi-weekly amou	nt ×	26	=	Yearly amount	
Yearly amount	÷	12 Months per year	=	Monthly Amount	
<b>Bi-monthly</b> - If you are paid twice per month, you may convert your income to monthly as follows:					
Bi-monthly amo	unt ×	2	=	Monthly Amount	

Expenses may be converted in the same manner.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**,  $\square$  Florida Family Law Rules

of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms also <b>must</b> put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.				

IN THE CIRCUIT COURT OF THE	
IN AND FOR	COUNTY, FLORIDA
	Case No.:
	Division:
Petitioner,	
and	
Respondent.	
FAMILY LAW FINA (\$50,000 or more Individual	
I, {full legal name}	, being
sworn, certify that the following information is true:	
SECTION I. INCOME	
1. Date of Birth:	
2. My occupation is:	
3. I am currently [√ all that apply]	
a. Unemployed	
Describe your efforts to find employment, how expect to receive:	w soon you expect to be employed, and the pay you
b. Employed by:	
Address:	
Telephone Number:	
Pay rate: \$( ) every week ( )	every other week ( ) twice a month
( ) monthly ( ) other:	
	change jobs soon, describe the change you expect and
☐ Check here if you currently have more than job(s) on a separate sheet and attach it to this c. Retired. Date of retirement:	
Employer from whom retired:	

Address:	
	Telephone Number:
LAST YEAR'S GROSS INCOME: Your Income	Other Party's Income (if known)
YEAR \$	<u> </u>
PRESENT MONTHLY GROSS INCOME: All amounts must be MONTHLY. See the instructions with this fo monthly. Attach more paper, if needed. Items included under "other	
<ol> <li>Monthly gross salary or wages</li> <li>Monthly bonuses, commissions, allowances, overtextext</li> </ol>	
payments 3. Monthly business income from sources such partnerships, close corporations, and/or independent c minus ordinary and necessary expenses required to	ontracts (Gross receipts
( Attach sheet itemizing such income and expenses	
4. Monthly disability benefits/SSI	4
5. Monthly Workers' Compensation	5.
6. Monthly Unemployment Compensation	6
7. Monthly pension, retirement, or annuity payments	7
8. Monthly Social Security benefits	8
9. Monthly alimony actually received	
9a. From this case: \$	
9b. From other case(s):	Add 9a and 9b 9
10. Monthly interest and dividends	10
11. Monthly rental income (gross receipts minus or	
expenses required to produce income) (  Attach sheet	
and expense items.)	11
12. Monthly income from royalties, trusts, or estates	12
13. Monthly reimbursed expenses and in-kind payments	
reduce personal living expenses (□ Attach sheet ite	13.
amount.) 14. Monthly gains derived from dealing in property (not	<u></u>
gains)	14
Any other income of a recurring nature (identify source)	14
15	16.
10.	
17. PRESENT MONTHLY GROSS INCOME (Add	lines 1–16) <b>TOTAL: 17.</b> \$
PRESENT MONTHLY DEDUCTIONS:	
All amounts must be MONTHLY. See the instructions with this fo	rm to figure out money amounts for anything that is NOT paid
monthly.	in to figure out money amounts for any aring that is 100 1 para
18. Monthly federal, state, and local income tax (correct	ted for filing status and
allowable dependents and income tax liabilities)	
a. Filing Status	
b. Number of dependents claimed	18. \$
19. Monthly FICA or self-employment taxes	19
20. Monthly Medicare payments	20

Florida Family Law Rules of Procedure Form 12.902(c), Family Law Financial Affidavit (10/03)

<ul><li>21. Monthly mandatory union dues</li><li>22. Monthly mandatory retirement payments</li><li>23. Monthly health insurance payments (including dental insurance), excluding</li></ul>	21 22	
portion paid for any minor children of this relationship 24. Monthly court-ordered child support actually paid for children from another	23	
relationship	24	
25. Monthly court-ordered alimony actually paid 25a. from this case: \$		
25b. from other case(s): Add 25a and 25b	25	
26. TOTAL DEDUCTIONS ALLOWABLE UNDER SECTION 61.30, FLORIDA STATUTES (Add lines 18 through 25) TOTAL:	26. \$	
27. PRESENT NET MONTHLY INCOME (Subtract line 26 from line 17)	27. \$	
SECTION II. AVERAGE MONTHLY EXPENSES		
<b>Proposed/Estimated Expenses.</b> If this is a dissolution of marriage case <b>and</b> you do not reflect what you actually pay currently, you should write "estimate" ne	*	

### HOUSEHOLD:

estimated.

	0.0===0 == 1		
1.	Monthly mortgage or rent payments	1.	\$
2.	Monthly property taxes (if not included in mortgage)	2.	
3.	Monthly insurance on residence (if not included in mortgage)	3.	
4.	Monthly condominium maintenance fees and homeowner's association fees	4.	
5.	Monthly electricity	5.	
6.	Monthly water, garbage, and sewer	6.	
7.	Monthly telephone	7.	
8.	Monthly fuel oil or natural gas		
9.	Monthly repairs and maintenance	9.	
10.	Monthly lawn care	10.	
11.	Monthly pool maintenance		
12.	Monthly pest control	12.	
13.	Monthly misc. household	13.	
14.	Monthly food and home supplies	14.	
15.	Monthly meals outside home		
16.	Monthly cable t.v.		
17.	Monthly alarm service contract		
18.	Monthly service contracts on appliances		
19.	Monthly maid service		
Oth	ner:		
20.		20.	
21.		21.	
22.			
23.			
24		24	

25.	SUBTOTAL (add lines 1 through 24)	25. \$
A T	TOMOBILE:	
		26 \$
	Monthly gasoline and oil	26. \$
	Monthly repairs  Monthly pute toos and emission testing	27
	Monthly auto tags and emission testing	28
	Monthly insurance	29
	Monthly payments (lease or financing)	30
	Monthly rental/replacements	31
	Monthly alternative transportation (bus, rail, car pool, etc.)	32
	Monthly tolls and parking	33
34.	Other:	34
35.	SUBTOTAL (add lines 26 through 34)	35. \$
<b>M</b> (	ONTHLY EXPENSES FOR CHILDREN COMMON TO BOTH	
PA	RTIES:	
36.	Monthly nursery, babysitting, or day care	36. \$
37.	Monthly school tuition	37
38.	Monthly school supplies, books, and fees	38
39.	Monthly after school activities	39
40.	Monthly lunch money	40
41.	Monthly private lessons or tutoring	41
42.	Monthly allowances	42
	Monthly clothing and uniforms	43
	Monthly entertainment (movies, parties, etc.)	44
	Monthly health insurance	45
	Monthly medical, dental, prescriptions (nonreimbursed only)	46.
	Monthly psychiatric/psychological/counselor	47.
	Monthly orthodontic	48.
	Monthly vitamins	49.
	Monthly beauty parlor/barber shop	50.
	Monthly nonprescription medication	51.
	Monthly cosmetics, toiletries, and sundries	52.
	Monthly gifts from child(ren) to others (other children, relatives, teachers,	
	etc.)	53
54.	Monthly camp or summer activities	54.
	Monthly clubs (Boy/Girl Scouts, etc.)	55.
	Monthly access expenses (for nonresidential parent)	56.
	Monthly miscellaneous	57.
	•	
58.	SUBTOTAL (add lines 36 through 57)	<b>58.</b> \$
	ONTHLY EXPENSES FOR CHILD(REN) FROM ANOTHER	
	LATIONSHIP: (other than court-ordered child support)	
59.		59. \$
60.		60
61.		61
62.		62

63.		SUBTOTAL (add lines 59 through 62)	63. \$	
MC	ONTHLY INSURANCE:			
		rtion paid for any minor child(ren) of this		
04.	relationship	tion paid for any inmor chira(ici) of this	64. \$	
65				
	Life insurance		65	
	Dental insurance		66	
Oth				
67.			67	
68.			68	_
69.		SUBTOTAL (add lines 64 through 68)	69. \$	
ОТ	HER MONTHLY EXPENSES	S NOT LISTED ABOVE:		
70.	Monthly dry cleaning and laund	dry	70. \$	
	Monthly clothing	. <b>,</b>	71.	
	Monthly medical, dental, and p	rescription (unreimbursed only)	72.	
			73.	
		gical, or counselor (unreimbursed only)	74.	<del></del>
		cations, cosmetics, toiletries, and sundries	75.	
	Monthly grooming		76.	<del></del>
	Monthly gifts		70	<del></del>
	Monthly pet expenses		77	
	Monthly club dues and member	ship	78	
79.	Monthly sports and hobbies		79	<del></del>
80.	Monthly entertainment		80.	
81.	Monthly periodicals/books/tape	es/CD's	81.	
82.	Monthly vacations		82	<del></del>
	Monthly religious organizations	S	83	
	Monthly bank charges/credit ca		84	
	Monthly education expenses		85	
		mary expenses not otherwise mentioned in		
	items listed above)	inally emperous new evilor will a memorial in		
			86	
Q7.			87	
Q Q			88	
89.			89	_
90.		SUBTOTAL (add lines 70 through 89)	90. \$	
MC	NTHI V DAVMENTS TO C	<b>REDITORS:</b> (only when payments are	currently made h	w vou on
	standing balances)	REDITORS: (only when payments are	currently made o	y you on
	ME OF CREDITOR(s):			
91.			91. \$	
92.			92	
93.			93	
94			94.	
95			95.	_
)). 06			06	
プロ.			96	
9/.			97	
98.			98	

99.		99
100.		100
101.		101.
102		102
103		103
104.	SUBTOTAL (add lines 91 through 103)	104. \$
105.	TOTAL MONTHLY EXPENSES:	
	(add lines 25, 35, 58, 63, 69, 90, and 104 of Section II, Expenses)	105. \$
SUM	MARY	
106.	TOTAL PRESENT MONTHLY NET INCOME	
	(from line 27 of SECTION I. INCOME)	106. \$
107.	TOTAL MONTHLY EXPENSES (from line 105 above)	107. \$
108.	<b>SURPLUS</b> (If line 106 is more than line 107, subtract line 107 from line 106. This is the amount of your surplus. Enter that amount here.)	108. \$
109.	<b>(DEFICIT)</b> (If line 107 is more than line 106, subtract line 106 from line 107. This is the amount of your deficit. Enter that amount here.)	109. (\$)

#### SECTION III. ASSETS AND LIABILITIES

#### A. ASSETS (This is where you list what you OWN.)

#### **INSTRUCTIONS:**

**STEP 1:** In column A, list a description of each separate item owned by you (and/or your spouse, if this is a petition for dissolution of marriage). Blank spaces are provided if you need to list more than one of an item.

**STEP 2:** If this is a petition for dissolution of marriage, check the box in Column A next to any item that you are requesting the judge award to you.

STEP 3: In column B, write what you believe to be the current fair market value of all items listed.

<u>STEP 4</u>: Use column C only if this is a petition for dissolution of marriage and you believe an item is "nonmarital," meaning it belongs to only one of you and should not be divided. You should indicate to whom you believe the item belongs. (Typically, you will only use Column C if property was owned by one spouse before the marriage. See the "General Information for Self-Represented Litigants" found at the beginning of these forms and section 61.075(1), Florida Statutes, for definitions of "marital" and "nonmarital" assets and liabilities.)

A  ASSETS: DESCRIPTION OF ITEM(S)  DO NOT LIST ACCOUNT NUMBERS.	B Current Fair Market Value		c narital t column) wife
□ Cash (on hand)	\$	nasouna	,,,,,,
□ Cash (in banks or credit unions)			
□ Stocks/Bonds			

□ Notes (money owed to you in writing) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	A ASSETS: DESCRIPTION OF ITEM(S) DO NOT LIST ACCOUNT NUMBERS.	B Current Fair Market Value	Nonn	C narital t column)
□ Notes (money owed to you in writing) □ □ Money owed to you (not evidenced by a note) □ □ Real estate: (Home) □ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	<b>√</b> the box next to any asset(s) which you are requesting the judge award to you.		husband	wife
□ □ Money owed to you (not evidenced by a note) □ □ Real estate: (Home) □ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□         Money owed to you (not evidenced by a note)           □         □           □         Real estate: (Home)           □         □ <td>□ Notes (money owed to you in writing)</td> <td></td> <td></td> <td></td>	□ Notes (money owed to you in writing)			
□ Money owed to you (not evidenced by a note) □ Real estate: (Home) □ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Real estate: (Home) □ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Real estate: (Home) □ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	☐ Money owed to you (not evidenced by a note)			
□ Real estate: (Home)         □           □ (Other)         □           □         □ <td< td=""><td></td><td></td><td></td><td></td></td<>				
□ (Other) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ Real estate: (Home)			
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ (Other)			
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Business interests □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Business interests □ □ □ □ □ □ Automobiles □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ Business interests			
□ Automobiles □ Boats □ Other vehicles □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ Furniture & furnishings in home □ Furniture & furnishings in home				
□ Automobiles □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Automobiles □ □ □ □ □ □ Boats □ □ □ Other vehicles □ □ □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ Furniture & furnishings in home □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ Automobiles			
□ Boats □ □ Other vehicles □ □ □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Boats □ □ Other vehicles □ □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Other vehicles □ □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Other vehicles □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ Furniture & furnishings in home □	□ Boats			
□ Other vehicles □ □ □ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ Other vehicles			
□ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.) □ □ □ □ □ Furniture & furnishings in home □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	□ Retirement plans (Profit Sharing, Pension, IRA, 401(k)s, etc.)			
□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
□ Furniture & furnishings in home □				
□ Furniture & furnishings in home				
☐ Furniture & turnishings elsewhere	□ Furniture & furnishings elsewhere			

A ASSETS: DESCRIPTION OF ITEM(S) DO NOT LIST ACCOUNT NUMBERS.	B Current Fair Market Value	Nonm (√ correc	arital
<b>√</b> the box next to any asset(s) which you are requesting the judge award to you.		husband	wife
□ Collectibles			
□ Jewelry			
☐ Life insurance (cash surrender value)			
☐ Sporting and entertainment (T.V., stereo, etc.) equipment			
□ Other assets			
Total Assets (add column B)	\$		

#### B. LIABILITIES/DEBTS (This is where you list what you OWE.)

#### **INSTRUCTIONS:**

**STEP 1:** In column A, list a description of each separate debt owed by you (and/or your spouse, if this is a petition for dissolution of marriage). Blank spaces are provided if you need to list more than one of an item.

**STEP 2:** If this is a petition for dissolution of marriage, check the box in Column A next to any debt(s) for which you believe you should be responsible.

STEP 3: In column B, write what you believe to be the current amount owed for all items listed.

<u>STEP 4</u>: Use column C only if this is a petition for dissolution of marriage and you believe an item is "nonmarital," meaning the debt belongs to only one of you and should not be divided. You should indicate to whom you believe the debt belongs. (Typically, you will only use Column C if the debt was owed by one spouse before the marriage. See the "General Information for <u>Self-Represented</u> Litigants" found at the beginning of these forms and section 61.075(1), Florida Statutes, for definitions of "marital" and "nonmarital" assets and liabilities.)

A LIABILITIES: DESCRIPTION OF ITEM(S) DO NOT LIST ACCOUNT NUMBERS.	B Current Amount Owed	Nonm (√ correc	arital	
√ the box next to any debt(s) for which you believe you should be responsible.		husband	wife	
☐ Mortgages on real estate: First mortgage on home	\$			
□ Second mortgage on home				
□ Other mortgages				
□ Charge/credit card accounts				
□ Auto loan				
□ Auto loan				
□ Bank/Credit Union loans				
☐ Money you owe (not evidenced by a note)				
□ Judgments				
□ Other				
Total Debts (add column B)	\$			
C. NET WORTH (excluding contingent assets and liabilities)  Total Assets (enter total of Column B in Asset Table; Section A) \$  Total Liabilities (enter total of Column B in Liabilities Table; Section B) \$				
TOTAL NET WORTH (Total Assets minus Total Liabilities)				
(excluding contingent assets and liabilities)		\$		

#### D. CONTINGENT ASSETS AND LIABILITIES

INSTRUCTIONS:

If you have any **POSSIBLE assets** (income potential, accrued vacation or sick leave, bonus, inheritance, etc.) or **POSSIBLE liabilities** (possible lawsuits, future unpaid taxes, contingent tax liabilities, debts assumed by another), you must list them here.

S  Contingent Liabilities  Contingent Liabilities  Contingent Liabilities  Contingent Liabilities  Contingent Liabilities  Contingent Liabilities  S  Contingent Liabilities  S  Contingent Liabilities  S  Contingent Liabilities  S  Contingent Liabilities  Contingent Lia	A Contingent Assets	B Possible Value	Nonm (√ correct	arital
Total Contingent Assets    Contingent Liabilities	$m{}$ the box next to any contingent asset(s) which you are requesting the judge award to you.		husband	wife
Total Contingent Assets  S  Contingent Liabilities  Total Contingent debt(s) for which you believe you should be responsible.  S  Contingent Liabilities  S  Contingent Liabilities		\$		
Total Contingent Assets  S  Contingent Liabilities  A Contingent Liabilities  A Contingent Liabilities  Florida Family Law Rules of Procedure F 2.902(e), Child Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearin stablish or modify child support. This requirement cannot be waived by the parties.  For one only]  A Child Support Guidelines Worksheet IS or WILL BE filed in this case. This case involve establishment or modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishment modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishment modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishment modification of child support is not an issue in this case.  Certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helivered to the person(s) listed below on {date}  Dither party or his/her attorney:    Address:				
Total Contingent Assets  S				
Total Contingent Assets    S				
Contingent Liabilities    A				
Contingent Liabilities    Possible Amount   Owed   Nonmarital (   Correct column   Owed	Total Contingent Assets	\$		
Vithe box next to any contingent debt(s) for which you believe you should be responsible.  S  C. CHILD SUPPORT GUIDELINES WORKSHEET. S□ Florida Family Law Rules of Procedure F 2.902(e), Child Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearin stablish or modify child support. This requirement cannot be waived by the parties.  ✓ one only]  A Child Support Guidelines Worksheet IS or WILL BE filed in this case. This case involve establishment or modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishmen modification of child support is not an issue in this case.  Certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helelivered to the person(s) listed below on {date}  Other party or his/her attorney:  Same:  Same:  Solve State, Zip:  Solve State,		В	C	1
Miche box next to any contingent debt(s) for which you believe you should be responsible.   husband   with the court at or prior to a hearing stabilish or modify child support. This requirement cannot be waived by the parties.   Tonical Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearing stabilish or modify child support. This requirement cannot be waived by the parties.   Tonical Support Guidelines Worksheet IS or WILL BE filed in this case. This case involves establishment or modification of child support.   A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishment modification of child support is not an issue in this case.   Certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helelivered to the person(s) listed below on {date}   Debug filed in the case involves   Debug filed in the case involves   Debug filed in the case involves   Debug filed in the case	Contingent Liabilities	Possible Amount		
Total Contingent Liabilities  S	<b>√</b> the box next to any contingent debt(s) for which you believe you should be responsible.	Owed	husband	wife
Total Contingent Liabilities  S  C. CHILD SUPPORT GUIDELINES WORKSHEET. □ Florida Family Law Rules of Procedure F 2.902(e), Child Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearin stablish or modify child support. This requirement cannot be waived by the parties.  ✓ one only]  A Child Support Guidelines Worksheet IS or WILL BE filed in this case. This case involve establishment or modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishmen modification of child support is not an issue in this case.  certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helelivered to the person(s) listed below on {date}  Other party or his/her attorney:  lame:  Address:		\$		
Total Contingent Liabilities  S  C. CHILD SUPPORT GUIDELINES WORKSHEET. □ Florida Family Law Rules of Procedure F 2.902(e), Child Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearin stablish or modify child support. This requirement cannot be waived by the parties.  ✓ one only]  A Child Support Guidelines Worksheet IS or WILL BE filed in this case. This case involve establishment or modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishmen modification of child support is not an issue in this case.  certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helelivered to the person(s) listed below on {date}  Other party or his/her attorney: Name:  Address:				
Total Contingent Liabilities  S  C. CHILD SUPPORT GUIDELINES WORKSHEET. S□ Florida Family Law Rules of Procedure F 2.902(e), Child Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearin stablish or modify child support. This requirement cannot be waived by the parties.  ✓ one only]  — A Child Support Guidelines Worksheet IS or WILL BE filed in this case. This case involve establishment or modification of child support.  — A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishment modification of child support is not an issue in this case.  Certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helivered to the person(s) listed below on {date} }  Other party or his/her attorney:  Name:				
Total Contingent Liabilities  S  C. CHILD SUPPORT GUIDELINES WORKSHEET. Solution Florida Family Law Rules of Procedure F 2.902(e), Child Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearin stablish or modify child support. This requirement cannot be waived by the parties.  ✓ one only]  — A Child Support Guidelines Worksheet IS or WILL BE filed in this case. This case involve establishment or modification of child support.  — A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishment modification of child support is not an issue in this case.  Certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helivered to the person(s) listed below on {date}  Other party or his/her attorney:  Name:				
C. CHILD SUPPORT GUIDELINES WORKSHEET. □ Florida Family Law Rules of Procedure F 2.902(e), Child Support Guidelines Worksheet, MUST be filed with the court at or prior to a hearin stablish or modify child support. This requirement cannot be waived by the parties.  ✓ one only]  A Child Support Guidelines Worksheet IS or WILL BE filed in this case. This case involve establishment or modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed in this case. The establishmen modification of child support is not an issue in this case.  certify that a copy of this financial affidavit was: ( ) mailed, ( ) faxed and mailed, or ( ) helelivered to the person(s) listed below on {date}  Other party or his/her attorney:  Name:				
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Delivered to the person(s) listed below on {date}	2.902(e), Child Support Guidelines Worksheet, MUST be filed with the stablish or modify child support. This requirement cannot be waived by √ one only]  A Child Support Guidelines Worksheet IS or WILL BE filed establishment or modification of child support.  A Child Support Guidelines Worksheet IS NOT being filed	he court at or property the parties.  in this case. The	rior to a h	earing volves
Name:Address:				) hai
City, State, Zip:	Other party or his/her attorney: Name: Address:			
iov Numbor:	City, State, Zip:			

I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this affidavit and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

Dated:	
	Signature of Party Printed Name: Address: City, State, Zip: Telephone Number:
STATE OF FLORIDA COUNTY OF	Fax Number:
Sworn to or affirmed and signed before me on	by
	NOTARY PUBLIC or DEPUTY CLERK
	[Print, type, or stamp commissioned name of notary or deputy clerk .]
Personally known	
Produced identification	
Type of identification produced	
<b>BLANKS BELOW:</b> [ \( \mathref{\varphi} \) fill in <b>all</b> blanks]	C OUT THIS FORM, HE/SHE MUST FILL IN THE
a nonlawver. located at {street}	, {city}
{state}, {phone}	r}
who is the $[\sqrt{\text{one only}}]$ petitioner or re	espondent, fill out this form.

## INSTRUCTIONS FOR FLORIDA FAMILY LAW RULES OF PROCEDURE FORM 12.932, CERTIFICATE OF COMPLIANCE WITH MANDATORY DISCLOSURE

#### When should this form be used?

<u>Mandatory disclosure</u> requires each <u>party</u> in a <u>dissolution of marriage</u> case to provide the other party with certain financial information and documents. These documents must be provided by mail or hand delivery to the other party within 45 days of <u>service</u> of the petition for <u>dissolution of marriage</u> or supplemental petition for modification on the <u>respondent</u>. The mandatory disclosure rule applies to all original and <u>supplemental</u> dissolution of marriage cases, except simplified dissolution of marriage cases and cases where the respondent is served by <u>constructive service</u> and does not answer. You should use this form to notify the court and the other party that you have complied with the mandatory disclosure rule

Each party must provide the other party with the documents listed in section 2 of this form if the relief being sought is permanent regardless of whether it is an initial or supplemental proceeding. Of the documents listed on this form, the <u>financial affidavit and child support guidelines worksheet</u> are the only documents that must be <u>filed</u> with the court and sent to the other party; all other documents should be sent to the other party but not filed with the court. If your individual gross annual income is under \$50,000, you should complete the **Family Law Financial Affidavit (Short Form)**, Florida Family Law Rules of Procedure Form 12.902(b). If your individual gross annual income is \$50,000 or more, you should complete the **Family Law Financial Affidavit**, Florida Family Law Rules of Procedure Form 12.902(c).

In addition, there are separate mandatory disclosure requirements that apply to **temporary financial hearings**, which are listed in section 1 of this form. The party seeking temporary financial relief must serve these documents on the other party with the notice of temporary financial hearing. The responding party must either deliver the required documents to the party seeking temporary relief on or before 5:00 p.m., 2 business days before the hearing on temporary relief, **or** mail (postmark) them to the other party seeking temporary relief 7 days before the hearing on temporary financial relief. Any documents that have already been served under the requirements for temporary or initial proceedings, do not need to be reserved again in the same proceeding. If a supplemental petition is filed, seeking modification, then the mandatory disclosure requirements begin again.

This form should be typed or printed in black ink. After completing this form, you should <u>file</u> the original with the <u>clerk of the circuit court</u> in the county where your case is filed and keep a copy for your records. A copy of this form must be mailed **or** hand delivered to any other party in your case.

#### What should I do next?

After you have provided the other party all of the financial information and documents and have filed this form certifying that you have complied with this rule, you are under a continuing duty to promptly give the other party any information or documents that change your financial status or that make the information already provided inaccurate. You should not file with the clerk any of the documents listed in the certificate of compliance other than the financial affidavit and child support guidelines worksheet. Refer to the instructions regarding the **petition** in your case to determine how you should proceed after filing this form.

#### Where can I look for more information?

Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms. For further information, see rule 12.285, Florida Family Law Rules of Procedure.

#### Special notes...

You may provide copies of required documents; however, the originals must be produced for inspection if the other party requests to see them.

Although the financial affidavits are based on individual gross income, either party may ask the other party to complete the **Family Law Financial Affidavit**, Florida Family Law Rules of Procedure Form 12.902(c), by serving the appropriate interrogatory form. (See **Standard Family Law Interrogatories**, Florida Family Law Rules of Procedure Form 12.930(b) (original proceedings) or (c) (modification proceedings)).

Any portion of the mandatory disclosure rule may be modified by order of the <u>judge</u> or agreement of the parties. Therefore, you and your <u>spouse</u> may agree that you will not require each other to produce the documents required under the mandatory disclosure rule. This exception does **not** apply to the **Financial Affidavit**, Family Law Rules of Procedure Form 12.902(b) or (c), which is required in all cases and cannot be waived.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**, Florida Family Law Rules of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

IN THE CIRCUIT COURT OF THE	JUDICIAL CIRCUIT,
IN AND FOR	JUDICIAL CIRCUIT, COUNTY, FLORIDA
	Con No.
	Case No.:
	Division.
Petitioner,	<u> </u>
rentioner,	
and	
Respondent.	ے
CERTIFICATE OF COMPLIAN	CE WITH MANDATORY DISCLOSURE
I. {full legal name}	. certify that I have
complied with the mandatory disclosure required	, certify that I have d by Florida Family Law Rule 12.285 as follows:
1. FOR TEMPORARY FINANCIAL RE	ELIEE ONLY.
The date the following documents were served:	
$\lceil \sqrt{\text{all that apply}} \rceil$	<del>-</del>
a. Financial Affidavit (Filing of a Financ	cial Affidavit cannot be waived.)
( ) Florida Family Law Rules of Pr	
( ) Florida Family Law Rules of Pr	
	gift tax, and intangible personal property tax returns for
the preceding year; or	girt tax, and mangiore personal property tax retains for
( ) Transcript of tax return as provi	ded by IRS form 4506-T: or
	for the past year because the income tax return for the
past year has not been prepared.	
	income for the 3 months before the service of the
financial affidavit.	income for the 3 months before the service of the
2. FOR INITIAL, SUPPLEMENTAL, A	ND PERMANENT FINANCIAL RELIEF:
,	
$[\sqrt{\mathbf{all}} \text{ that apply}]$	
a. Financial Affidavit (Filing of a Financ	cial Affidavit cannot be waived.)
` · •	rocedure Form 12.902(b) (short form)
· · · · · · · · · · · · · · · · · · ·	rocedure Form 12.902(c) (long form)
•	state tax income returns, gift tax returns, and intangible
personal property tax returns for	
( ) IRS forms W-2, 1099, and K-1	for the past year because the income tax return for the
past year has not been prepared.	income for the 3 months before the service of the
financial affidavit.	income for the 3 months before the service of the
	d amount of all income for the 2 months before the
	d amount of all income for the 3 months before the
service of the financial affidavit, if not re	tements prepared for any purpose or used for any purpose
within the 12 months preceding the servi	
	ently own or owned an interest within the past 3 years.
1. 7 m deeds to real estate in which I pres	only own or owned an interest within the past 3 years.

1 2	tly own or owned an interest within the last 12 months.
All present leases in which I own an int	
0 1	months for all checking accounts and for the last year for
all savings accounts, money market fun	
h. All brokerage account statements for	
	on, profit sharing, deferred compensation, or retirement
	, SEP, KEOGH, etc.) and summary plan description for
any such plan in which I am a participa	
, , , , ,	ic statement, and the certificate for any group insurance
for all life insurance policies insuring m	s covering either me or my spouse and/or our dependent
	s covering either me of my spouse and/or our dependent
child(ren).	returns for the last 3 tax years, in which I have an
ownership or interest greater than or eq	
1 0	statements and other records showing my (our)
	of this action and for the prior 3 months. All promissory
•	ed within the past year. All lease agreements I presently
owe.	of within the past year. An lease agreements I presently
n. All premarital and marital agreement	ts between the parties to this case
	tten agreements entered into between the parties at any
time since the order to be modified was	
	e relating to claims for special equity or nonmarital status
of an asset or debt.	retaining to claims for special equity of nominarial status
	or receive spousal support (alimony) or child support.
q. 7 my count order directing that I pay c	i receive spousar support (anniony) or enna support.
	e only] ( ) mailed ( faxed and mailed ( ) hand
delivered to the person(s) listed below on {date}	
with the mandatory disclosure requirements indicated with specificity, this disclosure is c	affirming under oath to the accuracy of my compliance of Fla. Fam. L. R. P. 12.285 and that, unless otherwise complete. I further understand that the punishment for plete disclosure includes fines and/or imprisonment.
Other party or his/her attorney:	
Name:	
Address:	
City, State, Zip:	<del></del>
Fax Number:	
Dated:	
	Signature of Party
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
	Fax Number:
STATE OF FLORIDA	
COUNTY OF	
Sworn to or affirmed and signed before me on	by .

	NOTARY PUBLIC or DEPUTY CLERK
	[Print, type, or stamp commissioned name of notary or clerk.]
Personally known	
Produced identification	
Type of identification produced:	
31 I <u>——</u>	
IF A NONLAWYER HELPED YOU FILL	OUT THIS FORM, HE/SHE MUST FILL IN THE
BLANKS BELOW: [ fill in all blanks]	
I, {full legal name and trade name of nonlawyer	$r$ }
{state} {nhone}	
who is the $\lceil $ <b>one</b> only $\rceil$ petitioner <b>or</b> $\rceil$ re	egnandant fill out this form
who is the [v one only] petitionel or is	espondent, im out uns iorin.

## INSTRUCTIONS FOR FLORIDA FAMILY LAW RULES OF PROCEDURE FORM 12.932, CERTIFICATE OF COMPLIANCE WITH MANDATORY DISCLOSURE

#### When should this form be used?

<u>Mandatory disclosure</u> requires each <u>party</u> in a <u>dissolution of marriage</u> case to provide the other party with certain financial information and documents. These documents must be provided by mail or hand delivery to the other party within 45 days of <u>service</u> of the petition for <u>dissolution of marriage</u> or supplemental petition for modification on the <u>respondent</u>. The mandatory disclosure rule applies to all original and <u>supplemental</u> dissolution of marriage cases, except simplified dissolution of marriage cases and cases where the respondent is served by <u>constructive service</u> and does not answer. You should use this form to notify the court and the other party that you have complied with the mandatory disclosure rule

Each party must provide the other party with the documents listed in section 2 of this form if the relief being sought is permanent regardless of whether it is an initial or supplemental proceeding. Of the documents listed on this form, the <u>financial affidavit and child support guidelines worksheet</u> are the only documents that must be <u>filed</u> with the court and sent to the other party; all other documents should be sent to the other party but not filed with the court. If your individual gross annual income is under \$50,000, you should complete the **Family Law Financial Affidavit (Short Form)**, Florida Family Law Rules of Procedure Form 12.902(b). If your individual gross annual income is \$50,000 or more, you should complete the **Family Law Financial Affidavit**, Florida Family Law Rules of Procedure Form 12.902(c).

In addition, there are separate mandatory disclosure requirements that apply to **temporary financial hearings**, which are listed in section 1 of this form. The party seeking temporary financial relief must serve these documents on the other party with the notice of temporary financial hearing. The responding party must either deliver the required documents to the party seeking temporary relief on or before 5:00 p.m., 2 business days before the hearing on temporary relief, **or** mail (postmark) them to the other party seeking temporary relief 7 days before the hearing on temporary financial relief. Any documents that have already been served under the requirements for temporary or initial proceedings, do not need to be reserved again in the same proceeding. If a supplemental petition is filed, seeking modification, then the mandatory disclosure requirements begin again.

This form should be typed or printed in black ink. After completing this form, you should <u>file</u> the original with the <u>clerk of the circuit court</u> in the county where your case is filed and keep a copy for your records. A copy of this form must be mailed **or** hand delivered to any other party in your case.

#### What should I do next?

After you have provided the other party all of the financial information and documents and have filed this form certifying that you have complied with this rule, you are under a continuing duty to promptly give the other party any information or documents that change your financial status or that make the information already provided inaccurate. You should not file with the clerk any of the documents listed in the certificate of compliance other than the financial affidavit and child support guidelines worksheet. Refer to the instructions regarding the **petition** in your case to determine how you should proceed after filing this form.

#### Where can I look for more information?

Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms. For further information, see rule 12.285, Florida Family Law Rules of Procedure.

#### Special notes...

You may provide copies of required documents; however, the originals must be produced for inspection if the other party requests to see them.

Although the financial affidavits are based on individual gross income, either party may ask the other party to complete the **Family Law Financial Affidavit**, Florida Family Law Rules of Procedure Form 12.902(c), by serving the appropriate interrogatory form. (See **Standard Family Law Interrogatories**, Florida Family Law Rules of Procedure Form 12.930(b) (original proceedings) or (c) (modification proceedings)).

Any portion of the mandatory disclosure rule may be modified by order of the <u>judge</u> or agreement of the parties. Therefore, you and your <u>spouse</u> may agree that you will not require each other to produce the documents required under the mandatory disclosure rule. This exception does **not** apply to the **Financial Affidavit**, Family Law Rules of Procedure Form 12.902(b) or (c), which is required in all cases and cannot be waived.

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IN THE CIRCUIT COURT OF THE	JUDICIAL CIRCUIT,
IN AND FOR	JUDICIAL CIRCUIT, COUNTY, FLORIDA
	Coor No.
	Case No.:
	DIVISION.
D-4:4:	,
Petitioner,	
and	
Respondent.	,
CERTIFICATE OF COMPLIANO	CE WITH MANDATORY DISCLOSURE
I (C.II.I. a. a.I. a. a.a. a.)	acutify that I have
complied with the mandatory disclosure required	, certify that I have by Florida Family Law Rule 12.285 as follows:
1 FOR TEMPORARY FINANCIAL RE	WIED ONLY
1. <b>FOR TEMPORARY FINANCIAL RE</b> The date the following documents were served:	
The date the following documents were served. $ [\sqrt{\mathbf{all}} \text{ that apply}] $	
	iel Affidavit connet he weived
a. Financial Affidavit (Filing of a Financial	
( ) Florida Family Law Rules of Pro	
( ) Florida Family Law Rules of Pro	
	gift tax, and intangible personal property tax returns for
the preceding year; or	
( ) Transcript of tax return as providence.	
	for the past year because the income tax return for the
past year has not been prepared.	
c. Pay stubs or other evidence of earned i	income for the 3 months before the service of the
financial affidavit.	
2. FOR INITIAL, SUPPLEMENTAL, A	ND PERMANENT FINANCIAL RELIEF:
$[\sqrt{\text{all that apply}}]$	
a. Financial Affidavit (Filing of a Financial	ial Affidavit cannot be waived.)
( ) Florida Family Law Rules of Pro	ocedure Form 12.902(b) (short form)
•	ocedure Form 12.902(c) (long form)
` · · · · · · · · · · · · · · · · · · ·	state tax income returns, gift tax returns, and intangible
personal property tax returns for	
	for the past year because the income tax return for the
past year has not been prepared.	•
	income for the 3 months before the service of the
financial affidavit.	
d. A statement identifying the source and	amount of all income for the 3 months before the
service of the financial affidavit, if not re	
	ements prepared for any purpose or used for any purpose
within the 12 months preceding the service	
	ently own or owned an interest within the past 3 years.

1 2	tly own or owned an interest within the last 12 months.
All present leases in which I own an int	
0 1	months for all checking accounts and for the last year for
all savings accounts, money market fun	
h. All brokerage account statements for	
	on, profit sharing, deferred compensation, or retirement
	, SEP, KEOGH, etc.) and summary plan description for
any such plan in which I am a participa	
, , , , ,	ic statement, and the certificate for any group insurance
for all life insurance policies insuring m	s covering either me or my spouse and/or our dependent
	s covering either me of my spouse and/or our dependent
child(ren).	returns for the last 3 tax years, in which I have an
ownership or interest greater than or eq	
1 0	statements and other records showing my (our)
	of this action and for the prior 3 months. All promissory
•	ed within the past year. All lease agreements I presently
owe.	of within the past year. An lease agreements I presently
n. All premarital and marital agreement	ts between the parties to this case
	tten agreements entered into between the parties at any
time since the order to be modified was	
	e relating to claims for special equity or nonmarital status
of an asset or debt.	retaining to claims for special equity of nominarial status
	or receive spousal support (alimony) or child support.
q. 7 my count order directing that I pay c	i receive spousar support (anniony) or enna support.
	e only] ( ) mailed ( faxed and mailed ( ) hand
delivered to the person(s) listed below on {date}	
with the mandatory disclosure requirements indicated with specificity, this disclosure is c	affirming under oath to the accuracy of my compliance of Fla. Fam. L. R. P. 12.285 and that, unless otherwise complete. I further understand that the punishment for plete disclosure includes fines and/or imprisonment.
Other party or his/her attorney:	
Name:	
Address:	
City, State, Zip:	<del></del>
Fax Number:	
Dated:	
	Signature of Party
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
	Fax Number:
STATE OF FLORIDA	
COUNTY OF	
Sworn to or affirmed and signed before me on	by .

	NOTARY PUBLIC or DEPUTY CLERK
	[Print, type, or stamp commissioned name of notary or clerk.]
Personally known	
Produced identification	
Type of identification produced:	
31 I <u>——</u>	
IF A NONLAWYER HELPED YOU FILL	OUT THIS FORM, HE/SHE MUST FILL IN THE
BLANKS BELOW: [ fill in all blanks]	
I, {full legal name and trade name of nonlawyer	$r$ }
{state} {nhone}	
who is the $\lceil $ <b>one</b> only $\rceil$ petitioner <b>or</b> $\rceil$ re	egnandant fill out this form
who is the [v one only] petitionel or is	espondent, im out uns iorin.

#### WAIVER OF MANDATORY DISCLOSURE

#### **INSTRUCTIONS FOR USE**

Rule 12.285, Florida Family Court Rules of Procedure, requires that each party to any Dissolution of Marriage action which may involve some financial/asset issues (except those cases specifically filed as a Simplified Dissolution of Marriage) provide certain documentation to the other party so that each will be fully informed about the financial circumstances of the opposition for settlement discussions and so that sufficient evidence may be presented to the Court for a proper decision on the financial issues if the case is not settled before trial. The Rule specifically lists the documents to be provided (known in general as "discovery"), at what stage of the proceeding disclosure must be made, and the extent of the disclosure necessary based upon the income and expenses of each party.

In many cases, however, it is not necessary to provide all of the documents listed in the Rule. This is usually when the parties have agreed by written Marital Settlement Agreement to a resolution of all of the potentially contested issues and are satisfied that the Agreement is fair to each and that each fully understood the financial circumstances of the opposing party at the time of making the Agreement. In those cases, the parties can agree to waive <u>most</u> of the disclosure requirements of Rule 12.285 (the requirement that each party file a completed Financial Affidavit **cannot** be waived and the Affidavit **must** be filed).

If both you and your spouse fit into the above category of litigants you may file a Waiver of Mandatory Disclosure with the Court. If you agree to waive everything (except the Financial Affidavit), check every line on the form. If you agree to waive only part of the "mandatory" disclosure, check only those items that each of you agree do not need to be reviewed before you appear in Court. The form needs to be signed by **both** you and your spouse.

Signing and filing the Waiver of Mandatory Disclosure form, however, does not guarantee that the documents will not be needed. The Judge or General Master who hears your case may want additional information before he/she can find that the Marital Settlement Agreement is, in fact, legally fair and equitable to both you and your spouse or is otherwise acceptable to the Court. Although this will not be known until the hearing, filing the Waiver of Mandatory Disclosure, if you are satisfied with your level of understanding, will be beneficial to the Court and will possibly avoid unnecessary delay in the proceedings.

# IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT, IN AND FOR $\_\_\_$ COUNTY, FLORIDA

		REF:
		UCN:
		Division:
		Petitioner,
		1
		and
		,
		Respondent.
		WAIVER OF MANDATORY DISCLOSURE
the re <b>(I.)</b>	atory quir <b>F</b> (	ne undersigned parties to this action, pro se or through counsel, hereby waive the y disclosure required by Rule 12.285, Fla. Fam. L.R.P., as follows, acknowledging that ement to file a financial affidavit <u>cannot</u> be waived:  OR TEMPORARY RELIEF:  apply]
(II.)	<b>F(</b> a.	returns for the preceding year; or  ( ) Transcript of tax return as provided by IRS form 4506; or  ( ) IRS forms W-2, 1099, and K-1 for past year because the income tax return for the past year has not been prepared;  Pay stubs or other evidence of earned income for the 3 months before the service of the financial affidavit.  DR INITIAL, SUPPLEMENTAL, AND PERMANENT FINANCIAL RELIEF:
	_ c.	A statement identifying the source and amount of all income for the 3 months before the service of the financial affidavit, if not reflected on the pay stubs produced.
	_ d.	
		any purpose within the 12 months preceding the service of the financial affidavit.
	e.	All deeds to real estate in which the other party presently owns or owned an interest within the past 3 years. All promissory notes in which the other party presently owns or owned an interest within the last 12 months. All present leases in which the other party owns an interest.
	_ f.	All periodic statements for the last 3 months for all checking accounts and for the last year for all savings accounts, money market funds, certificates of deposit, etc.
	_ g.	All brokerage account statements for the past 12 months.
	_ h.	Most recent statement for any pension, profit sharing, deferred compensation, or retirement plan (for example, IRA, 401(k), 403(b), SEP, KEOGH, etc.) and summary

	plan description for any such plan in which	h the other party is a participant or alternate
	payee.	
i.	The declarations page, the last periodic s	tatement, and the certificate for any group
	insurance for all life insurance policies insurance	
j.		vering either me or my spouse and/or our
	dependent child(ren).	5 1
k.	1 , ,	ens for last 3 tax years, in which the other
	party has an ownership or interest greater t	
1.		ments and other records showing my(our)
		this action and for the prior 3 months. All
		presently owes or owed with the past year.
	All lease agreements either party presently	1 ,
m.		
n.		greements entered into between the parties
	at any time since the order to be modified	-
0.		relating to claims for special equity or
	nonmarital status of an asset or debt.	returning to claims for special equity of
p.		pay or receive spousal support (alimony) or
P.	child support.	pay of receive spousar support (ammony) of
	······································	
Petitioner	- <del>-</del>	espondent
1 CHILOHOI	IV.	espondent
Date		Date
IF A NO	ONLAWYER HELPED YOU FILL OU	T THIS FORM, THE NONLAWYER
WHO HE	ELPED YOU MUST FILL IN THE BLAN	NKS BELOW:
I, {name o	of nonlawyer}	, a nonlawyer, located at
{street}	{	city}, {state},
{phone} _	of nonlawyer}, helped {name} te only] petitioner or responder	, who is the
[check one	e only] petitioner <b>or</b> responder	nt, fill out this form.

## Forms for use with:

# Motion to/for

#### **INSTRUCTIONS FOR**

1	١	<b>/</b>		ľ	Γī	0	N	7	$\Gamma$	a	Λ	$\Gamma'$	n	D	•		
ı	1	∕∎	ι.	,		U	ИN			U	7	н,	v.	ик			

Before a Judge (or in certain instances, a General Master/Hearing Officer) can hear your case, you must first put in writing <u>what</u> you are asking the Court to do and <u>why</u>. Usually this is done in the form of a *Motion*. Some examples of Motions you might file are:

Motion to Compel Discovery Motion to Continue Motion to Clarify Motion for Contempt\*

Once you have filled out the Motion, (see attached example) you must file the original with the Clerk of Court and mail a copy to the other party in your case. If the other party has an attorney, you should mail a copy to the attorney instead. You must schedule your Motion for a Hearing before the assigned Judge or a General Master/Hearing Officer. You must coordinate a mutually agreeable time and date for the Hearing, and give no less than 5 (five) working days advance Notice of Hearing to the opposing party or attorney, in writing. See the Instructions to the "Notice of Hearing" forms to learn more about how to schedule your case for a Hearing.

#### \*If this Motion is filed after a Final Judgment has been entered:

- (1) the Motion should be set for Hearing before a General Master.
- (2) the Motion should **not** be used to modify any provisions of a Final Judgment. Instead, a Supplemental Petition must be filed.

#### **MOTION EXAMPLE**

### IN THE CIRCUIT COURT OF THE $\underline{6^{\text{TH}}}$ JUDICIAL CIRCUIT, IN AND FOR (county name, where case is filed) COUNTY, FLORIDA

**REF**: (your pinellas county case number) UCN: (your statewide unform case number) **Division:** (court division of your case)

(The name of the person who filed the case originally),
Petitioner,
and
(The name of the other party in this case)
Respondent.
/
MOTION TO/FOR: (What you are asking for)
(Your name), respectfully moves this Honorable Court to grant this Motion to/fo
(What you are asking for), and as grounds therefore would show:
1.(Why you think you should get what you are asking for) 2.
3
4.

\* The below section must be completed. Here you are certifying that you have provided a copy of your pleadings to the other party, and how you did so.

THIS SECTION MUST NOT BE LEFT BLANK OR INCOMPLETE.

#### **CERTIFICATE OF SERVICE**

I	HEREBY	CERTIFY	that	a	copy	hereof	has	been	furnished	by	mail/hand
delivery	personal ser	vice to the p	ersons	s lis	sted be	d below this day of					, 20
	their attorne	y(if represen	ted)			Othe	_				
Name		_	Name								
Address					_	Addı	ress_				
City	State		Zi	ip	_	City		St	tate	Zij	p
Telephon	ne No	_	Telephone No								
Telefax ?	No.			Telefax No.							
DATED					_						

\* This section must be completed by you. All pleadings must be signed. A return address or p.o. box is required.

Signature of Printed name	party signing certificate	and pleading
Address		
City	State	Zip
Telephone (a	rea code and number)	
Telefax (area	code and number)	

# IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT, IN AND FOR \_\_\_\_\_COUNTY, FLORIDA REF:\_\_\_\_ UCN:\_\_\_\_ Division: Petitioner, and Respondent. **MOTION TO/FOR:** , respectfully moves this Honorable Court to grant this Motion to/for \_\_\_\_\_, and as grounds therefore would show: CERTIFICATE OF SERVICE I HEREBY CERTIFY that a copy hereof has been furnished by mail/hand delivery/personal service to the persons listed below this \_\_\_\_\_ day of \_\_\_\_\_\_, 20\_\_\_\_. Party or their attorney(if represented) Other Name\_\_\_\_ Name\_ Address\_\_\_\_\_ Address \_\_\_\_\_ City State Zip City State Zip Telephone No.\_\_\_\_\_ Telephone No. Telefax No.\_\_\_\_ Telefax No.\_\_\_\_\_

DATED:

	Printed name	rty signing certificate	
	Address		
	City	State	Zip
	Telephone (area	a code and number)	
	Telefax (area co	ode and number)	
IF A NONLAWYER HELPED Y	OU FILL OUT THIS F	ORM THEY MUST	r fill in
THE BLANKS BELOW:			
(, (name of nonlawyer)		, a nonlaw	yer, located at
(street)	(city)		(state)
(phone), helpe	ed (name)	, wh	o is the
check one only]petitioner or	respondent, fill out t	his form.	

## INSTRUCTIONS FOR FLORIDA FAMILY LAW RULES OF PROCEDURE FORM 12.902(e), CHILD SUPPORT GUIDELINES WORKSHEET

#### When should this form be used?

You should complete this worksheet if **child support** is being requested in your case. If you know the income of the other **party**, this worksheet should accompany your **financial affidavit**. If you do not know the other party's income, this form must be completed after the other party files his or her financial affidavit, and **serves** a copy on you.

This form should be typed or printed in black ink. You should file the original with the <u>clerk of the</u> <u>circuit court</u> in the county where your case is filed and keep a copy for your records.

#### What should I do next?

A copy of this form must be mailed or hand delivered to the other party in your case, if it is not **served** on him or her with your initial papers.

#### Where can I look for more information?

Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms. The words that are in "bold underline" in these instructions are defined there. For further information, see section 61.30, Florida Statutes.

#### Special notes...

If this is a domestic violence case and you want to keep your address confidential for safety reasons, do not enter the address, telephone, and fax information at the bottom of this form. Instead, file **Petitioner's Request for Confidential Filing of Address**, Safety Florida Supreme Court Approved Family Law Form 12.980(i).

The chart below contains the guideline amounts that you should use when calculating child support. This amount is based on the number of children and the combined income of the parents, and it is divided between the parents in direct proportion to their income or earning capacity. From time to time, some of the amounts in the child support guidelines chart will change. Be sure you have the most recent version of the chart before using it.

Because the guidelines are based on monthly amounts, it may be necessary to convert some income and expense figures from other frequencies to monthly. You should do this as follows:

If payment is twice per month	Payment amount	×	2	=	Monthly amount
If payment is every two weeks	Payment amount Yearly amount	× ÷	26 12	= =	Yearly amount due <b>Monthly amount</b>
If payment is weekly	Weekly amount Yearly amount	× ÷	52 12	= =	Yearly amount due <b>Monthly amount</b>

If you or the other parent request that the court award an amount that is different than the guideline amount, you must also complete and attach a **Motion to Deviate from Child Support Guidelines**,  $\square$  Florida Supreme Court Approved Family Law Form 12.943.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**,  $\square$  Florida Family Law Rules of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these

forms also <b>must</b> put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

### CHILD SUPPORT GUIDELINES CHART

Combined Monthly						
Available	One	Two	Three	Four	Five	Six
Income	Child	Children	Children	Children	Children	Children
650.00	74	75	75	76	77	78
700.00	119	120	121	123	124	125
750.00	164	166	167	169	171	173
800.00	190	211	213	216	218	220
850.00	202	257	259	262	265	268
900.00	213	302	305	309	312	315
950.00	224	347	351	355	359	363
1000.00	235	365	397	402	406	410
1050.00	246	382	443	448	453	458
1100.00	258	400	489	495	500	505
1150.00	269	417	522	541	547	553
1200.00	280	435	544	588	594	600
1250.00	290	451	565	634	641	648
1300.00	300	467	584	659	688	695
1350.00	310	482	603	681	735	743
1400.00	320	498	623	702	765	790
1450.00	330	513	642	724	789	838
1500.00	340	529	662	746	813	869
1550.00	350	544	681	768	836	895
1600.00	360	560	701	790	860	920
1650.00	370	575	720	812	884	945
1700.00	380	591	740	833	907	971
1750.00	390	606	759	855	931	996
1800.00	400	622	779	877	955	1022
1850.00	410	638	798	900	979	1048
1900.00	421	654	818	923	1004	1074
1950.00	431	670	839	946	1029	1101
2000.00	442	686	859	968	1054	1128
2050.00	452	702	879	991	1079	1154
2100.00	463	718	899	1014	1104	1181
2150.00	473	734	919	1037	1129	1207
2200.00	484	751	940	1060	1154	1234
2250.00	494	767	960	1082	1179	1261
2300.00	505	783	980	1105	1204	1287
2350.00	515	799	1000	1128	1229	1314
2400.00	526	815	1020	1151	1254	1340
2450.00	536	831	1041	1174	1279	1367
2500.00	547	847	1061	1196	1304	1394
2550.00	557	864	1081	1219	1329	1420
2600.00	568	880	1101	1242	1354	1447
2650.00	578	896	1121	1265	1379	1473
2700.00	588	912	1141	1287	1403	1500
2750.00	597	927	1160	1308	1426	1524
2800.00	607	941	1178	1328	1448	1549
2850.00	616	956	1197	1349	1471	1573

Available   One   Two   Children   Children	Combined Monthly						
Theome	•	Ona	Two	Throo	Four	Eivo	Civ
2900.00 626 971 1215 1370 1494 1598 2950.00 635 986 1234 1391 1517 1622 3000.00 644 1001 1252 1412 1540 1647 3050.00 654 1016 1271 1433 1563 1671 3100.00 663 1031 1289 1453 1586 1695 3150.00 673 1045 1308 1474 1608 1720 3200.00 682 1060 1327 1495 1631 1744 3250.00 691 1075 1345 1516 1654 1769 3300.00 701 1090 1364 1537 1677 1793 3350.00 710 1105 1382 1558 1700 1818 3400.00 720 11120 1401 1579 1723 1842 3450.00 738 1149 1438 1620 1768 1891 3550.00 748 1164 1456 1641 1791 1915 3600.00 757 1179 1475 1662 1814 1940 3650.00 767 1194 1493 1683 1837 1964 3700.00 776 1208 1503 1702 1857 1987 3750.00 793 1234 1536 1740 1899 2031 3850.00 793 1234 1536 1740 1899 2031 3850.00 802 1248 1553 1759 1920 2053 3800.00 793 1234 1536 1740 1899 2031 3850.00 802 1248 1553 1759 1920 2053 3800.00 811 1261 1570 1778 1940 400.00 828 1288 1603 1816 1982 2119 400.00 846 1315 1637 1854 2023 2163 4150.00 889 1382 1771 1949 2177 2273 4400.00 889 1382 1771 1949 2177 2273 4400.00 889 1382 1771 1949 2177 2273 4400.00 996 194 1355 1687 1991 2085 2229 4450.00 993 1440 1754 1889 2044 2185 420.00 863 1342 1670 1892 2064 2207 4250.00 872 1355 1687 1911 2085 2229 3450.00 993 1542 1974 1988 2081 2231 2445 3550.00 986 1503 1704 1990 2166 2251 3450.00 993 1542 1974 1988 2081 2231 2445 3550.00 993 14478 1888 2084 2299 2361 3450.00 993 1542 1974 1988 2084 2299 2361 3450.00 993 1542 1974 1988 2084 2299 2361 3450.00 993 1542 1974 1888 2084 2299 2361 3450.00 993 1542 1974 1888 2084 2271 2428 3450.00 993 1542 1974 1987 2168 2317 3450.00 993 1542 1994 2062 2251 2466 3450.00 993 1542 1994 2062 2251 2466 3450.00 993 1542 1997 2188 2334 2494 3490.00 986 1530 1905 2157 2354 2565 3500.00 1006 1561 1952 2202 2402 2567 3500.00 1013 1571 1964 2215 2417 2553							
2950.00         635         986         1234         1391         1517         1622           3000.00         644         1001         1252         1412         1540         1647           3050.00         654         1016         1271         1433         1563         1671           3100.00         663         1031         1289         1453         1586         1695           3150.00         673         1045         1308         1474         1608         1720           3200.00         682         1060         1327         1495         1631         1744           3250.00         691         1075         1345         1516         1654         1769           3300.00         710         1105         1382         1558         1700         1818           3400.00         720         1120         1401         1579         1723         1842           3450.00         738         1149         1438         1620         1768         1891           3550.00         748         1164         1456         1641         1791         1915           3600.00         757         1179         1475         1662	income	Child	Children	Children	Children	Children	Children
3000.00         644         1001         1252         1412         1540         1647           3050.00         654         1016         1271         1433         1563         1671           3150.00         663         1031         1289         1453         1586         1695           3150.00         673         1045         1308         1474         1608         1720           3200.00         682         1060         1327         1495         1631         1744           3250.00         691         1075         1345         1516         1654         1769           3300.00         701         1090         1364         1537         1677         1793           3450.00         720         1120         1401         1579         1723         1842           3450.00         729         1135         1419         1599         1745         1867           3500.00         738         1149         1438         1620         1768         1891           3650.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683 <td>2900.00</td> <td></td> <td></td> <td></td> <td>1370</td> <td>1494</td> <td>1598</td>	2900.00				1370	1494	1598
3050.00         654         1016         1271         1433         1563         1671           3100.00         663         1031         1289         1453         1586         1695           3150.00         673         1045         1308         1474         1608         1720           3200.00         682         1060         1327         1495         1631         1744           3250.00         691         1075         1345         1516         1654         1769           3300.00         701         1090         1364         1537         1677         1793           3350.00         710         1105         1382         1558         1700         1818           3400.00         729         1135         1419         1599         1745         1867           3500.00         738         1149         1438         1620         1768         1891           3500.00         738         1149         1438         1620         1768         1891           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683 <td>2950.00</td> <td>635</td> <td>986</td> <td>1234</td> <td>1391</td> <td>1517</td> <td>1622</td>	2950.00	635	986	1234	1391	1517	1622
3100.00         663         1031         1289         1453         1586         1695           3150.00         673         1045         1308         1474         1608         1720           3200.00         682         1060         1327         1495         1631         1744           3200.00         691         1075         1345         1516         1654         1769           3300.00         701         1109         1364         1537         1677         1793           3350.00         710         1105         1382         1558         1700         1818           3400.00         720         1120         1401         1579         1723         1842           3450.00         729         1135         1419         1599         1745         1867           3550.00         748         1164         1456         1641         1791         1915           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683         1837         194           3750.00         784         1221         1520         1721	3000.00	644	1001	1252	1412	1540	1647
3150.00         673         1045         1308         1474         1608         1720           3200.00         682         1060         1327         1495         1631         1744           3250.00         691         1075         1345         1516         1654         1769           3300.00         701         1090         1364         1537         1677         1793           3350.00         710         1105         1382         1558         1700         1818           3400.00         720         11120         1401         1579         1723         1842           3450.00         729         1135         1419         1599         1745         1867           3500.00         738         1149         1438         1620         1768         1891           3550.00         748         1164         1456         1641         1791         1915           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683         1837         1964           3750.00         784         1221         1520         1721 <td>3050.00</td> <td>654</td> <td>1016</td> <td>1271</td> <td>1433</td> <td>1563</td> <td>1671</td>	3050.00	654	1016	1271	1433	1563	1671
3200.00         682         1060         1327         1495         1631         1744           3250.00         691         1075         1345         1516         1654         1769           3300.00         701         1090         1364         1537         1677         1793           3350.00         710         1105         1382         1558         1700         1818           3400.00         720         11120         1401         1579         1723         1842           3450.00         729         1135         1419         1599         1745         1867           3500.00         738         1149         1438         1620         1768         1891           3550.00         748         1164         1456         1641         1791         1915           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683         1837         1964           3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740 <td>3100.00</td> <td>663</td> <td>1031</td> <td>1289</td> <td>1453</td> <td>1586</td> <td>1695</td>	3100.00	663	1031	1289	1453	1586	1695
3250.00         691         1075         1345         1516         1654         1769           3300.00         701         1090         1364         1537         1677         1793           3350.00         710         1105         1382         1558         1700         1818           3400.00         720         1120         1401         1579         1723         1842           3450.00         729         1135         1419         1599         1745         1867           3500.00         738         1149         1438         1620         1768         1891           3500.00         738         1149         1438         1620         1768         1891           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683         1837         1964           3700.00         776         1208         1503         1702         1857         1987           3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740 <td>3150.00</td> <td>673</td> <td>1045</td> <td>1308</td> <td>1474</td> <td>1608</td> <td>1720</td>	3150.00	673	1045	1308	1474	1608	1720
3300.00         701         1090         1364         1537         1677         1793           3350.00         710         1105         1382         1558         1700         1818           3400.00         720         1120         1401         1579         1723         1842           3450.00         729         1135         1419         1599         1745         1867           3500.00         738         1149         1438         1620         1768         1891           3550.00         748         1164         1456         1641         1791         1915           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683         1837         1964           3700.00         776         1208         1503         1702         1857         1987           3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740         1899         2031           3850.00         802         1248         1553         1759 <td>3200.00</td> <td>682</td> <td>1060</td> <td>1327</td> <td>1495</td> <td>1631</td> <td>1744</td>	3200.00	682	1060	1327	1495	1631	1744
3350.00         710         1105         1382         1558         1700         1818           3400.00         720         1120         1401         1579         1723         1842           3450.00         729         1135         1419         1599         1745         1867           3500.00         738         1149         1438         1620         1768         1891           3550.00         748         1164         1456         1641         1791         1915           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683         1837         1964           3700.0         776         1208         1503         1702         1857         1987           3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740         1899         2031           3850.00         802         1248         1553         1759         1920         2053           3950.00         819         1275         1587         1797	3250.00	691	1075	1345	1516	1654	1769
3400.00         720         1120         1401         1579         1723         1842           3450.00         729         1135         1419         1599         1745         1867           3500.00         738         1149         1438         1620         1768         1891           3550.00         748         1164         1456         1641         1791         1915           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683         1837         1964           3700.00         776         1208         1503         1702         1857         1987           3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740         1889         2031           3850.00         802         1248         1553         1779         1920         2053           3900.00         811         1261         1570         1778         1940         2075           3950.00         819         1275         1587         1797 <td>3300.00</td> <td>701</td> <td>1090</td> <td>1364</td> <td>1537</td> <td>1677</td> <td>1793</td>	3300.00	701	1090	1364	1537	1677	1793
3450.00         729         1135         1419         1599         1745         1867           3500.00         738         1149         1438         1620         1768         1891           3550.00         748         1164         1456         1641         1791         1915           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683         1837         1964           3700.00         776         1208         1503         1702         1857         1987           3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740         1899         2031           3850.00         802         1248         1553         1759         1920         2053           3950.00         811         1261         1570         1778         1940         2075           3950.00         819         1275         1587         1797         1961         2097           4000.00         828         1288         1603         1816 <td>3350.00</td> <td>710</td> <td>1105</td> <td>1382</td> <td>1558</td> <td>1700</td> <td>1818</td>	3350.00	710	1105	1382	1558	1700	1818
3500.00         738         1149         1438         1620         1768         1891           3550.00         748         1164         1456         1641         1791         1915           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683         1837         1964           3700.00         776         1208         1503         1702         1857         1987           3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740         1899         2031           3850.00         802         1248         1553         1759         1920         2053           3900.00         811         1261         1570         1778         1940         2075           3950.00         819         1275         1587         1797         1961         2097           4000.00         828         1288         1603         1816         1982         2119           4050.00         837         1302         1620         1835 <td>3400.00</td> <td>720</td> <td>1120</td> <td>1401</td> <td>1579</td> <td>1723</td> <td>1842</td>	3400.00	720	1120	1401	1579	1723	1842
3550.00         748         1164         1456         1641         1791         1915           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683         1837         1964           3700.00         776         1208         1503         1702         1857         1987           3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740         1899         2031           3850.00         802         1248         1553         1759         1920         2053           3900.00         811         1261         1570         1778         1940         2075           3950.00         819         1275         1587         1797         1961         2097           4000.00         828         1288         1603         1816         1982         2119           4050.00         837         1302         1620         1835         2002         2141           4150.00         846         1315         1637         1854 <td>3450.00</td> <td>729</td> <td>1135</td> <td>1419</td> <td>1599</td> <td>1745</td> <td>1867</td>	3450.00	729	1135	1419	1599	1745	1867
3550.00         748         1164         1456         1641         1791         1915           3600.00         757         1179         1475         1662         1814         1940           3650.00         767         1194         1493         1683         1837         1964           3700.00         776         1208         1503         1702         1857         1987           3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740         1899         2031           3850.00         802         1248         1553         1759         1920         2053           3900.00         811         1261         1570         1778         1940         2075           3950.00         819         1275         1587         1797         1961         2097           4000.00         828         1288         1603         1816         1982         2119           4050.00         837         1302         1620         1835         2002         2141           4100.00         846         1315         1637         1854 <td>3500.00</td> <td>738</td> <td>1149</td> <td>1438</td> <td>1620</td> <td>1768</td> <td>1891</td>	3500.00	738	1149	1438	1620	1768	1891
3650.00         767         1194         1493         1683         1837         1964           3700.00         776         1208         1503         1702         1857         1987           3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740         1899         2031           3850.00         802         1248         1553         1759         1920         2053           3900.00         811         1261         1570         1778         1940         2075           3950.00         819         1275         1587         1797         1961         2097           4050.00         828         1288         1603         1816         1982         2119           4050.00         837         1302         1620         1835         2002         2141           4100.00         846         1315         1637         1854         2023         2163           4150.00         854         1329         1654         1873         2044         2185           4200.00         863         1342         1670         1892 <td>3550.00</td> <td>748</td> <td>1164</td> <td>1456</td> <td>1641</td> <td>1791</td> <td>1915</td>	3550.00	748	1164	1456	1641	1791	1915
3700.00         776         1208         1503         1702         1857         1987           3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740         1899         2031           3850.00         802         1248         1553         1759         1920         2053           3900.00         811         1261         1570         1778         1940         2075           3950.00         819         1275         1587         1797         1961         2097           4000.00         828         1288         1603         1816         1982         2119           4050.00         837         1302         1620         1835         2002         2141           4100.00         846         1315         1637         1854         2023         2163           4150.00         854         1329         1654         1873         2044         2185           4200.00         863         1342         1670         1892         2064         2207           4250.00         872         1355         1687         1911 <td>3600.00</td> <td>757</td> <td>1179</td> <td>1475</td> <td>1662</td> <td>1814</td> <td>1940</td>	3600.00	757	1179	1475	1662	1814	1940
3750.00         784         1221         1520         1721         1878         2009           3800.00         793         1234         1536         1740         1899         2031           3850.00         802         1248         1553         1759         1920         2053           3900.00         811         1261         1570         1778         1940         2075           3950.00         819         1275         1587         1797         1961         2097           4000.00         828         1288         1603         1816         1982         2119           4050.00         837         1302         1620         1835         2002         2141           4100.00         846         1315         1637         1854         2023         2163           4150.00         854         1329         1654         1873         2044         2185           4200.00         863         1342         1670         1892         2064         2207           4250.00         872         1355         1687         1911         2085         2229           4300.00         881         1369         1704         1930 <td>3650.00</td> <td>767</td> <td>1194</td> <td>1493</td> <td>1683</td> <td>1837</td> <td>1964</td>	3650.00	767	1194	1493	1683	1837	1964
3800.00         793         1234         1536         1740         1899         2031           3850.00         802         1248         1553         1759         1920         2053           3900.00         811         1261         1570         1778         1940         2075           3950.00         819         1275         1587         1797         1961         2097           4000.00         828         1288         1603         1816         1982         2119           4050.00         837         1302         1620         1835         2002         2141           4100.00         846         1315         1637         1854         2023         2163           4150.00         854         1329         1654         1873         2044         2185           4200.00         863         1342         1670         1892         2064         2207           4250.00         872         1355         1687         1911         2085         2229           4300.00         881         1369         1704         1930         2106         2251           4350.00         898         1382         1721         1949 <td>3700.00</td> <td>776</td> <td>1208</td> <td>1503</td> <td>1702</td> <td>1857</td> <td>1987</td>	3700.00	776	1208	1503	1702	1857	1987
3850.00         802         1248         1553         1759         1920         2053           3900.00         811         1261         1570         1778         1940         2075           3950.00         819         1275         1587         1797         1961         2097           4000.00         828         1288         1603         1816         1982         2119           4050.00         837         1302         1620         1835         2002         2141           4100.00         846         1315         1637         1854         2023         2163           4150.00         854         1329         1654         1873         2044         2185           4200.00         863         1342         1670         1892         2064         2207           4250.00         872         1355         1687         1911         2085         2229           4300.00         881         1369         1704         1930         2106         2251           4350.00         898         1382         1721         1949         2127         2273           4450.00         907         1409         1754         1987 <td>3750.00</td> <td>784</td> <td>1221</td> <td>1520</td> <td>1721</td> <td>1878</td> <td>2009</td>	3750.00	784	1221	1520	1721	1878	2009
3900.00         811         1261         1570         1778         1940         2075           3950.00         819         1275         1587         1797         1961         2097           4000.00         828         1288         1603         1816         1982         2119           4050.00         837         1302         1620         1835         2002         2141           4100.00         846         1315         1637         1854         2023         2163           4150.00         854         1329         1654         1873         2044         2185           4200.00         863         1342         1670         1892         2064         2207           4250.00         872         1355         1687         1911         2085         2229           4300.00         881         1369         1704         1930         2106         2251           4350.00         889         1382         1721         1949         2127         2273           4450.00         907         1409         1754         1987         2168         2317           4500.00         916         1423         1771         2006 <td>3800.00</td> <td>793</td> <td>1234</td> <td>1536</td> <td>1740</td> <td>1899</td> <td>2031</td>	3800.00	793	1234	1536	1740	1899	2031
3950.00         819         1275         1587         1797         1961         2097           4000.00         828         1288         1603         1816         1982         2119           4050.00         837         1302         1620         1835         2002         2141           4100.00         846         1315         1637         1854         2023         2163           4150.00         854         1329         1654         1873         2044         2185           4200.00         863         1342         1670         1892         2064         2207           4250.00         872         1355         1687         1911         2085         2229           4300.00         881         1369         1704         1930         2106         2251           4350.00         889         1382         1721         1949         2127         2273           4400.00         898         1396         1737         1968         2147         2295           4450.00         907         1409         1754         1987         2168         2317           4500.00         916         1423         1771         2006 <td>3850.00</td> <td>802</td> <td>1248</td> <td>1553</td> <td>1759</td> <td>1920</td> <td>2053</td>	3850.00	802	1248	1553	1759	1920	2053
4000.00         828         1288         1603         1816         1982         2119           4050.00         837         1302         1620         1835         2002         2141           4100.00         846         1315         1637         1854         2023         2163           4150.00         854         1329         1654         1873         2044         2185           4200.00         863         1342         1670         1892         2064         2207           4250.00         872         1355         1687         1911         2085         2229           4300.00         881         1369         1704         1930         2106         2251           4350.00         889         1382         1721         1949         2127         2273           4400.00         898         1396         1737         1968         2147         2295           4450.00         907         1409         1754         1987         2168         2317           4500.00         916         1423         1771         2006         2189         2339           4550.00         924         1436         1788         2024 <td>3900.00</td> <td>811</td> <td>1261</td> <td>1570</td> <td>1778</td> <td>1940</td> <td>2075</td>	3900.00	811	1261	1570	1778	1940	2075
4050.00         837         1302         1620         1835         2002         2141           4100.00         846         1315         1637         1854         2023         2163           4150.00         854         1329         1654         1873         2044         2185           4200.00         863         1342         1670         1892         2064         2207           4250.00         872         1355         1687         1911         2085         2229           4300.00         881         1369         1704         1930         2106         2251           4350.00         889         1382         1721         1949         2127         2273           4400.00         898         1396         1737         1968         2147         2295           4450.00         907         1409         1754         1987         2168         2317           4500.00         916         1423         1771         2006         2189         2339           4550.00         924         1436         1788         2024         2209         2361           4600.00         933         1450         1804         2043 <td>3950.00</td> <td>819</td> <td>1275</td> <td>1587</td> <td>1797</td> <td>1961</td> <td>2097</td>	3950.00	819	1275	1587	1797	1961	2097
4100.00       846       1315       1637       1854       2023       2163         4150.00       854       1329       1654       1873       2044       2185         4200.00       863       1342       1670       1892       2064       2207         4250.00       872       1355       1687       1911       2085       2229         4300.00       881       1369       1704       1930       2106       2251         4350.00       889       1382       1721       1949       2127       2273         4400.00       898       1396       1737       1968       2147       2295         4450.00       907       1409       1754       1987       2168       2317         4500.00       916       1423       1771       2006       2189       2339         4550.00       924       1436       1788       2024       2209       2361         4600.00       933       1450       1804       2043       2230       2384         4550.00       942       1463       1821       2062       2251       2406         4700.00       951       1477       1838       2	4000.00	828	1288	1603	1816	1982	2119
4150.00       854       1329       1654       1873       2044       2185         4200.00       863       1342       1670       1892       2064       2207         4250.00       872       1355       1687       1911       2085       2229         4300.00       881       1369       1704       1930       2106       2251         4350.00       889       1382       1721       1949       2127       2273         4400.00       898       1396       1737       1968       2147       2295         4450.00       907       1409       1754       1987       2168       2317         4500.00       916       1423       1771       2006       2189       2339         4550.00       924       1436       1788       2024       2209       2361         4600.00       933       1450       1804       2043       2230       2384         4550.00       942       1463       1821       2062       2251       2406         4700.00       951       1477       1838       2081       2271       2428         4750.00       968       1503       1871       2	4050.00	837	1302	1620	1835	2002	2141
4200.00         863         1342         1670         1892         2064         2207           4250.00         872         1355         1687         1911         2085         2229           4300.00         881         1369         1704         1930         2106         2251           4350.00         889         1382         1721         1949         2127         2273           4400.00         898         1396         1737         1968         2147         2295           4450.00         907         1409         1754         1987         2168         2317           4500.00         916         1423         1771         2006         2189         2339           4550.00         924         1436         1788         2024         2209         2361           4600.00         933         1450         1804         2043         2230         2384           4650.00         942         1463         1821         2062         2251         2406           4700.00         951         1477         1838         2081         2271         2428           4750.00         968         1503         1871         2119 <td>4100.00</td> <td>846</td> <td>1315</td> <td>1637</td> <td>1854</td> <td>2023</td> <td>2163</td>	4100.00	846	1315	1637	1854	2023	2163
4250.00         872         1355         1687         1911         2085         2229           4300.00         881         1369         1704         1930         2106         2251           4350.00         889         1382         1721         1949         2127         2273           4400.00         898         1396         1737         1968         2147         2295           4450.00         907         1409         1754         1987         2168         2317           4500.00         916         1423         1771         2006         2189         2339           4550.00         924         1436         1788         2024         2209         2361           4600.00         933         1450         1804         2043         2230         2384           4650.00         942         1463         1821         2062         2251         2406           4700.00         951         1477         1838         2081         2271         2428           4750.00         959         1490         1855         2100         2292         2450           4850.00         977         1517         1888         2138 <td>4150.00</td> <td>854</td> <td>1329</td> <td>1654</td> <td>1873</td> <td>2044</td> <td>2185</td>	4150.00	854	1329	1654	1873	2044	2185
4300.00       881       1369       1704       1930       2106       2251         4350.00       889       1382       1721       1949       2127       2273         4400.00       898       1396       1737       1968       2147       2295         4450.00       907       1409       1754       1987       2168       2317         4500.00       916       1423       1771       2006       2189       2339         4550.00       924       1436       1788       2024       2209       2361         4600.00       933       1450       1804       2043       2230       2384         4650.00       942       1463       1821       2062       2251       2406         4700.00       951       1477       1838       2081       2271       2428         4750.00       959       1490       1855       2100       2292       2450         4800.00       968       1503       1871       2119       2313       2472         4850.00       977       1517       1888       2138       2334       2494         4900.00       986       1530       1905       2	4200.00	863	1342	1670	1892	2064	2207
4350.00         889         1382         1721         1949         2127         2273           4400.00         898         1396         1737         1968         2147         2295           4450.00         907         1409         1754         1987         2168         2317           4500.00         916         1423         1771         2006         2189         2339           4550.00         924         1436         1788         2024         2209         2361           4600.00         933         1450         1804         2043         2230         2384           4650.00         942         1463         1821         2062         2251         2406           4700.00         951         1477         1838         2081         2271         2428           4750.00         959         1490         1855         2100         2292         2450           4800.00         968         1503         1871         2119         2313         2472           4850.00         977         1517         1888         2138         2334         2494           4900.00         986         1530         1905         2157 <td>4250.00</td> <td>872</td> <td>1355</td> <td>1687</td> <td>1911</td> <td>2085</td> <td>2229</td>	4250.00	872	1355	1687	1911	2085	2229
4400.00       898       1396       1737       1968       2147       2295         4450.00       907       1409       1754       1987       2168       2317         4500.00       916       1423       1771       2006       2189       2339         4550.00       924       1436       1788       2024       2209       2361         4600.00       933       1450       1804       2043       2230       2384         4650.00       942       1463       1821       2062       2251       2406         4700.00       951       1477       1838       2081       2271       2428         4750.00       959       1490       1855       2100       2292       2450         4800.00       968       1503       1871       2119       2313       2472         4850.00       977       1517       1888       2138       2334       2494         4900.00       986       1530       1905       2157       2354       2516         4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939	4300.00	881	1369	1704	1930	2106	2251
4450.00       907       1409       1754       1987       2168       2317         4500.00       916       1423       1771       2006       2189       2339         4550.00       924       1436       1788       2024       2209       2361         4600.00       933       1450       1804       2043       2230       2384         4650.00       942       1463       1821       2062       2251       2406         4700.00       951       1477       1838       2081       2271       2428         4750.00       959       1490       1855       2100       2292       2450         4800.00       968       1503       1871       2119       2313       2472         4850.00       977       1517       1888       2138       2334       2494         4900.00       986       1530       1905       2157       2354       2516         4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952 <td< td=""><td>4350.00</td><td>889</td><td>1382</td><td>1721</td><td>1949</td><td>2127</td><td>2273</td></td<>	4350.00	889	1382	1721	1949	2127	2273
4500.00       916       1423       1771       2006       2189       2339         4550.00       924       1436       1788       2024       2209       2361         4600.00       933       1450       1804       2043       2230       2384         4650.00       942       1463       1821       2062       2251       2406         4700.00       951       1477       1838       2081       2271       2428         4750.00       959       1490       1855       2100       2292       2450         4800.00       968       1503       1871       2119       2313       2472         4850.00       977       1517       1888       2138       2334       2494         4900.00       986       1530       1905       2157       2354       2516         4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952       2202       2402       2567         5100.00       1019       1580       1976 <t< td=""><td>4400.00</td><td>898</td><td>1396</td><td>1737</td><td>1968</td><td>2147</td><td>2295</td></t<>	4400.00	898	1396	1737	1968	2147	2295
4550.00       924       1436       1788       2024       2209       2361         4600.00       933       1450       1804       2043       2230       2384         4650.00       942       1463       1821       2062       2251       2406         4700.00       951       1477       1838       2081       2271       2428         4750.00       959       1490       1855       2100       2292       2450         4800.00       968       1503       1871       2119       2313       2472         4850.00       977       1517       1888       2138       2334       2494         4900.00       986       1530       1905       2157       2354       2516         4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952       2202       2402       2567         5100.00       1013       1571       1964       2215       2417       2583         5150.00       1019       1580       1976       <	4450.00	907	1409	1754	1987	2168	2317
4600.00       933       1450       1804       2043       2230       2384         4650.00       942       1463       1821       2062       2251       2406         4700.00       951       1477       1838       2081       2271       2428         4750.00       959       1490       1855       2100       2292       2450         4800.00       968       1503       1871       2119       2313       2472         4850.00       977       1517       1888       2138       2334       2494         4900.00       986       1530       1905       2157       2354       2516         4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952       2202       2402       2567         5100.00       1013       1571       1964       2215       2417       2583         5150.00       1019       1580       1976       2229       2432       2599	4500.00	916	1423	1771	2006	2189	2339
4650.00       942       1463       1821       2062       2251       2406         4700.00       951       1477       1838       2081       2271       2428         4750.00       959       1490       1855       2100       2292       2450         4800.00       968       1503       1871       2119       2313       2472         4850.00       977       1517       1888       2138       2334       2494         4900.00       986       1530       1905       2157       2354       2516         4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952       2202       2402       2567         5100.00       1013       1571       1964       2215       2417       2583         5150.00       1019       1580       1976       2229       2432       2599	4550.00	924	1436	1788	2024	2209	2361
4700.00       951       1477       1838       2081       2271       2428         4750.00       959       1490       1855       2100       2292       2450         4800.00       968       1503       1871       2119       2313       2472         4850.00       977       1517       1888       2138       2334       2494         4900.00       986       1530       1905       2157       2354       2516         4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952       2202       2402       2567         5100.00       1013       1571       1964       2215       2417       2583         5150.00       1019       1580       1976       2229       2432       2599	4600.00	933	1450	1804	2043	2230	2384
4750.00       959       1490       1855       2100       2292       2450         4800.00       968       1503       1871       2119       2313       2472         4850.00       977       1517       1888       2138       2334       2494         4900.00       986       1530       1905       2157       2354       2516         4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952       2202       2402       2567         5100.00       1013       1571       1964       2215       2417       2583         5150.00       1019       1580       1976       2229       2432       2599	4650.00	942	1463	1821	2062	2251	2406
4800.00       968       1503       1871       2119       2313       2472         4850.00       977       1517       1888       2138       2334       2494         4900.00       986       1530       1905       2157       2354       2516         4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952       2202       2402       2567         5100.00       1013       1571       1964       2215       2417       2583         5150.00       1019       1580       1976       2229       2432       2599	4700.00	951	1477	1838	2081	2271	2428
4850.00       977       1517       1888       2138       2334       2494         4900.00       986       1530       1905       2157       2354       2516         4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952       2202       2402       2567         5100.00       1013       1571       1964       2215       2417       2583         5150.00       1019       1580       1976       2229       2432       2599	4750.00	959	1490	1855	2100	2292	2450
4900.00       986       1530       1905       2157       2354       2516         4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952       2202       2402       2567         5100.00       1013       1571       1964       2215       2417       2583         5150.00       1019       1580       1976       2229       2432       2599	4800.00	968	1503	1871	2119	2313	2472
4950.00       993       1542       1927       2174       2372       2535         5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952       2202       2402       2567         5100.00       1013       1571       1964       2215       2417       2583         5150.00       1019       1580       1976       2229       2432       2599	4850.00	977	1517	1888	2138	2334	2494
5000.00       1000       1551       1939       2188       2387       2551         5050.00       1006       1561       1952       2202       2402       2567         5100.00       1013       1571       1964       2215       2417       2583         5150.00       1019       1580       1976       2229       2432       2599	4900.00	986	1530	1905	2157	2354	2516
5050.00     1006     1561     1952     2202     2402     2567       5100.00     1013     1571     1964     2215     2417     2583       5150.00     1019     1580     1976     2229     2432     2599	4950.00	993	1542	1927	2174	2372	2535
5100.00       1013       1571       1964       2215       2417       2583         5150.00       1019       1580       1976       2229       2432       2599	5000.00	1000	1551	1939	2188	2387	2551
5150.00 1019 1580 1976 2229 2432 2599	5050.00	1006	1561	1952	2202	2402	2567
5200.00 1025 1590 1988 2243 2447 2615							
	5200.00	1025	1590	1988	2243	2447	2615

Combined Monthly Available	Oma	Two	Three	Four	Five	Six
Income	One Child	Children	Children	Children	Children	Children
5250.00	1032	1599	2000	2256	2462	2631
5300.00	1038	1609	2012	2270	2477	2647
5350.00	1045	1619	2024	2283	2492	2663
5400.00	1051	1628	2037	2297	2507	2679
5450.00	1057	1638	2049	2311	2522	2695
5500.00	1064	1647	2061	2324	2537	2711
5550.00	1070	1657	2073	2338	2552	2727
5600.00	1077	1667	2085	2352	2567	2743
5650.00	1083	1676	2097	2365	2582	2759
5700.00	1089	1686	2109	2379	2597	2775
5750.00	1096	1695	2122	2393	2612	2791
5800.00	1102	1705	2134	2406	2627	2807
5850.00	1107	1713	2144	2418	2639	2820
5900.00	1111	1721	2155	2429	2651	2833
5950.00	1116	1729	2165	2440	2663	2847
6000.00	1121	1737	2175	2451	2676	2860
6050.00	1126	1746	2185	2462	2688	2874
6100.00	1131	1754	2196	2473	2700	2887
6150.00	1136	1762	2206	2484	2712	2900
6200.00	1141	1770	2216	2495	2724	2914
6250.00	1145	1778	2227	2506	2737	2927
6300.00	1150	1786	2237	2517	2749	2941
6350.00	1155	1795	2247	2529	2761	2954
6400.00	1160	1803	2258	2540	2773	2967
6450.00	1165	1811	2268	2551	2785	2981
6500.00	1170	1819	2278	2562	2798	2994
6550.00	1175	1827	2288	2573	2810	3008
6600.00	1179	1835	2299	2584	2822	3021
6650.00	1184	1843	2309	2595	2834	3034
6700.00	1189	1850	2317	2604	2845	3045
6750.00	1193	1856	2325	2613	2854	3055
6800.00	1196	1862	2332	2621	2863	3064
6850.00	1200	1868	2340	2630	2872	3074
6900.00	1204	1873	2347	2639	2882	3084
6950.00	1208	1879	2355	2647	2891	3094
7000.00	1212	1885	2362	2656	2900	3103
7050.00	1216	1891	2370	2664	2909	3113
7100.00	1220	1897	2378	2673	2919	3123
7150.00	1224	1903	2385	2681	2928	3133
7200.00	1228	1909	2393	2690	2937	3142
7250.00	1232	1915	2400	2698	2946	3152
7300.00	1235	1921	2408	2707	2956	3162
7350.00	1239	1927	2415	2716	2965	3172
7400.00	1243	1933	2423	2724	2974	3181
7450.00	1247	1939	2430	2733	2983	3191
7500.00	1251	1945	2438	2741	2993	3201
7550.00	1255	1951	2446	2750	3002	3211
7550.00	1233	1/31	2 I FU	2750	3002	2211

Combined Monthly		_				a.
Available	One	Two	Three	Four	Five	Six
Income	Child	Children	Children	Children	Children	Children
7600.00	1259	1957	2453	2758	3011	3220
7650.00	1263	1963	2461	2767	3020	3230
7700.00	1267	1969	2468	2775	3030	3240
7750.00	1207	1975	2476	2784	3039	3250
7800.00	1271	1981	2483	2792	3048	3259
7850.00	1274	1987	2491	2801	3048	3269
7900.00	1278	1992	2491	2810	3067	3279
7950.00	1282	1998	2506	2818	3076	3289
8000.00	1290	2004	2513	2827	3076	3298
8050.00	1290	2010	2521	2835	3094	3308
8100.00	1294	2016	2529	2844	3104	3318
	1302	2016	2529 2536	2852		3318
8150.00					3113	
8200.00	1306	2028	2544	2861	3122	3337
8250.00	1310	2034	2551	2869	3131	3347
8300.00	1313	2040	2559	2878	3141	3357
8350.00	1317	2046	2566	2887	3150	3367
8400.00	1321	2052	2574	2895	3159	3376
8450.00	1325	2058	2581	2904	3168	3386
8500.00	1329	2064	2589	2912	3178	3396
8550.00	1333	2070	2597	2921	3187	3406
8600.00	1337	2076	2604	2929	3196	3415
8650.00	1341	2082	2612	2938	3205	3425
8700.00	1345	2088	2619	2946	3215	3435
8750.00	1349	2094	2627	2955	3224	3445
8800.00	1352	2100	2634	2963	3233	3454
8850.00	1356	2106	2642	2972	3242	3464
8900.00	1360	2111	2649	2981	3252	3474
8950.00	1364	2117	2657	2989	3261	3484
9000.00	1368	2123	2664	2998	3270	3493
9050.00	1372	2129	2672	3006	3279	3503
9100.00	1376	2135	2680	3015	3289	3513
9150.00	1380	2141	2687	3023	3298	3523
9200.00	1384	2147	2695	3032	3307	3532
9250.00	1388	2153	2702	3040	3316	3542
9300.00	1391	2159	2710	3049	3326	3552
9350.00	1395	2165	2717	3058	3335	3562
9400.00	1399	2171	2725	3066	3344	3571
9450.00	1403	2177	2732	3075	3353	3581
9500.00	1407	2183	2740	3083	3363	3591
9550.00	1411	2189	2748	3092	3372	3601
9600.00	1415	2195	2755	3100	3381	3610
9650.00	1419	2201	2763	3109	3390	3620
9700.00	1422	2206	2767	3115	3396	3628
9750.00	1425	2210	2772	3121	3402	3634
9800.00	1427	2213	2776	3126	3408	3641
9850.00	1430	2217	2781	3132	3414	3647
9900.00	1432	2221	2786	3137	3420	3653

Combined Monthly Available Income	One Child	Two Children	Three Children	Four Children	Five Children	Six Children
9950.00	1435	2225	2791	3143	3426	3659
10000.00	1437	2228	2795	3148	3432	3666

IN THE CIRCUIT COURT OF THE _		JUDICIAL CIRCUIT,
IN THE CIRCUIT COURT OF THE _ IN AND FOR		COUNTY, FLORIDA
	C N	
	Case No.: _	
	Division	
Petitioner,		
and		
Respondent.		
110000011111111111111111111111111111111		
NOTICE OF FILING CHILD	SUPPORT GI	UIDELINES WORKSHEET
PLEASE TAKE NOTICE, that {name	}	, is filing his/her
Child Support Guidelines Worksheet attached a	and labeled Exl	nibit 1.
<u>CERTIFI</u>	CATE OF SE	RVICE
I certify that a copy of this Notice of F	iling with the	Child Support Guidelines Worksheet was
[ $$ one only]( ) mailed( ) faxed and maile	d ( ) hand del	livered to the person(s) listed below on
{date}		
Other party or hig/hor attender		
Other party or his/her attorney: Name:		
Address:		
City, State, Zip:		
Fax Number:		
Date:		
	Signature of Printed Name:	Party
	City, State, Zip	
		ber:
	Fax Number:	

CHILD SUPPORT GUIDELINES WORKSHEET						
	A. FATHER	<b>B.</b> MOTHER	TOTAL			
1. Present Net Monthly Income Enter the amount from line number 27, Section I of S□ Florida Family Law Rules of Procedure Form 12.902(b) or (c), Financial Affidavit.						
2. Basic Monthly Obligation  There is (are) [number] minor child(ren) common to the parties. Using the total amount from line 1, enter the appropriate amount from the child support guidelines chart.						
3. Percent of Financial Responsibility Divide the amount on line 1A by the total amount on line 1 to get Father's percentage financial responsibility. Enter answer on line 3A. Divide the amount on line 1B by the total amount on line 1 to get Mother's percentage financial responsibility. Enter answer on line 3B.	.%	. %				
4. Share of Basic Monthly Obligation  Multiply the number on line 2 by the percentage on line 3A to get Father's share of basic obligation.  Enter answer on line 4A.  Multiply the number on line 2 by the percentage on line 3B to get Mother's share of basic obligation. Enter answer on line 4B.						
Additional Support — Health Insu	rance, Child Car	e & Other				
<b>5a.</b> 75% of Monthly Child Care Costs [Child care costs should not exceed the level required to provide quality care from a licensed source for the child(ren). See section 61.30(7), Fla. Stat. for more information.]						
<b>5b.</b> Total Monthly Child(ren)'s Health Insurance Cost [This is only amounts actually paid for health insurance on the child(ren).]						
<b>5c.</b> Total Monthly Child(ren)'s Noncovered Medical, Dental and Prescription Medication Costs						
<b>5d.</b> Total Monthly Child Care & Health Costs [Add lines 5a+5b+5c]						
6. Additional Support Payments  Multiply the number on line 5d by the percentage on line 3A to determine the Father's share.  Enter answer on line 6A.  Multiply the number on line 5d by the percentage on line 3B to determine the Mother's share.  Enter answer on line 6B.						
Statutory Adjustme	nts/Credits					
7a. Monthly child care payments actually made						
<b>7b.</b> Monthly health insurance payments actually made						
<b>7c.</b> Other payments/credits actually made for any noncovered medical, dental and prescription medication expenses of the child(ren) not ordered to be separately paid on a percentage basis. [See § 61.30 (8), Florida Statutes]						
8. Total Support Payments actually made [Add 7a through 7c]						
9. MINIMUM CHILD SUPPORT OBLIGATION FOR EACH PARENT [Line 4 plus line 6; minus line 8]						
Substantial Shared Parenting (GROSS UP METHOD) If the percent of the overnights in the year (146 overnights						
10. Basic Monthly Obligation x 150% [Multiply line 2by 1.5]						

CHILD SUPPORT GUIDELINES WORKSHEET						
	A. FATHER	B. MOTHER	TOTAL			
11. Increased Basic Obligation for each parent Multiply the number on line 10 by the percentage on line 3A to determine the Father's share. Enter answer on line 11A. Multiply the number on line 10 by the percentage on line 3B to determine the Mother's share. Enter answer on line 11B.						
12. Percentage of overnight stays with each parent  The child(ren) spend(s) overnight stays with the father each year. Using the number on the above line, multiply it by 100 and divide by 365. Enter this number on line 12A.  The child(ren) spend(s) overnight stays with the mother each year. Using the number on the above line, multiply it by 100 and divide by 365. Enter this number on line 12B.	%	%				
<b>13.</b> Parent's support multiplied by other Parent's percentage of overnights [Multiply line 11A by line 12B. Enter this number in 13A. Multiply line 11B by line 12A. Enter this number in 13B.]						
Additional Support — Health Insu	rance, Child Car	e & Other				
<b>14a.</b> Total Monthly Child Care Costs [Child care costs should not exceed the level required to provide quality care from a licensed source for the child(ren). See section 61.30(7), Fla. Stat. for more information.]						
<b>14b.</b> Total Monthly Child(ren)'s Health Insurance Cost [This is only amounts actually paid for health insurance on the child(ren).]	$\ggg$					
14c. Total Monthly Child(ren)'s Noncovered Medical, Dental and Prescription Medication Costs						
<b>14d.</b> Total Monthly Child Care & Health Costs [Add lines 14a+14b+14c]	>>>>>					
15. Additional Support Payments  Multiply the number on line 14d by the percentage on line 3A to determine the Father's share.  Enter answer on line 15A.  Multiply the number on line 14d by the percentage on line 3B to determine the Mother's share.  Enter answer on line 15B.						
Statutory Adjustme	nts/Credits					
16a. Monthly child care payments actually made			$\longleftrightarrow$			
<b>16b.</b> Monthly health insurance payments actually made			$\times\!\!\times\!\!\times\!\!\times$			
<b>16c.</b> Other payments/credits actually made for any noncovered medical, dental and prescription medication expenses of the child(ren) not ordered to be separately paid on a percentage basis. [See § 61.30 (8), Florida Statutes]						
17. Total Support Payments actually made [Add 16a through 16c]						
<b>18.</b> Total Additional Support Transfer Amount [Line 15 minus line 17; Enter any negative number as zero]						
<b>19.</b> Total Child Support Owed from Father to Mother [Add line 13A+18A]						
<b>20.</b> Total Child Support Owed from Mother to Father [Add line 13B+18B]						
21. Actual Child Support to Be Paid. [Comparing lines 19 and 20, Subtract the smaller amount owed from the larger amount owed and enter the result in the column for the parent that owes the larger amount of support]	\$or-	- \$				

<b>ADJUSTMENTS TO GUIDELINES AMOUNT.</b> If you or the other parent is requesting the Court to award a child support amount that is more or less than the child support guidelines, you must complete and file Motion to Deviate from Child Support Guidelines, $\square$ Florida Supreme Court Approved Family Law Form 12.943. $\lceil  $ one only $\rceil$			
a. <b>Deviation from the guidelines amount is requested.</b> The Motion to Deviate from Child Support Guidelines,			
Florida Supreme Court Approved Family Law Form 12.943, is attached.			
b. <b>Deviation from the guidelines amount is NOT requested.</b> The Motion to Deviate from Child Support			
Guidelines, Grant Florida Supreme Court Approved Family Law Form 12.943, is not attached.			
TE A NONLAWINED HELDED VOLLEH LOUT THIS EODM. HE/SHE MUST EH L. IN THE DLANKS DELOW.			
IF A NONLAWYER HELPED YOU FILL OUT THIS FORM, HE/SHE MUST FILL IN THE BLANKS BELOW:			
[ 🖆 fill in <b>all</b> blanks]			
I, {full legal name and trade name of nonlawyer},			
a nonlawyer, located at {street}			
{state}			
who is the [ $$ one only] petitioner or respondent, fill out this form.			

# INSTRUCTIONS FOR FLORIDA SUPREME COURT APPROVED FAMILY LAW FORM 12.923, NOTICE OF HEARING (GENERAL)

#### When should this form be used?

Anytime you have set a hearing before a <u>judge</u>, you must send notice of the <u>hearing</u> to the other party. **IMPORTANT**: If your hearing has been set before a general magistrate, you should use **Notice of Hearing Before General Magistrate**,  $\square$  Florida Family Law Rules of Procedure Form 12.920(c). If your hearing has been set before a child support enforcement hearing officer, you should use **Notice of Hearing (Child Support Hearing Officer)**,  $\square$  Florida Supreme Court Approved Family Law Form 12.921.

This form should be typed or printed in black ink. After completing this form, you should <u>file</u> the original with the <u>clerk of the circuit court</u> in the county where your case was filed and keep a copy for your records.

#### What should I do next?

A copy of this form must be mailed **or** hand delivered to the other party in your case. If a **default** has been entered, you must still send this form to the other party to notify the other party of the **final hearing**.

#### Where can I look for more information?

Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms. For further information on serving notices of hearing, see rule 1.090(d), Florida Civil Rules of Procedure.

#### Special notes...

To set a hearing date and time, you will usually have to make a good-faith effort to coordinate a mutually convenient date and time for you, the other parties in the case, and the judge, except in certain emergency situations. Some circuits may have additional procedural requirements that you must follow when you notify the court and other parties of your scheduled hearing. Therefore, before you complete this form, you should contact the clerk's office, **family law intake staff**, or **judicial assistant** for information regarding the proper procedure to follow.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of **Disclosure from Nonlawyer**,  $\square$  Florida Family Law Rules of Procedure Form 12.900 (a), before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

IN THE CIRCUIT COURT OF THE	JUDICIAL CIRCUIT,
IN AND FOR	COUNTY, FLORIDA
	Pof No.
	Ref. No.:UCN:
	Division:
Petitioner,	
and	
Respondent.	
NOTICE OF H	EARING (GENERAL)
[ 🗷 fill in all blanks]	
TO: {name of other party}	
	e {name}, on
	m., in Room of the
	on
hour(s)/ minutes have	been reserved for this hearing.
This part to be filled out by the court or to be f	filled in with information you obtained from the court:
this proceeding, you are entitled, at no co Within two (2) working days of your recei	eeds any accommodation in order to participate in ost to you, to the provision of certain assistance. pt of this (describe notice/order)please contact the Human
Rights Office, 400 S. Ft. Harrison Av 4062(V/TDD).	e., Ste. 300, Clearwater, FL 33756, (727)464-
If you are represented by an attorney or p the attorney of this hearing.	plan to retain an attorney for this matter, you should notify

If this matter is resolved, the moving party shall contact the judge's office to cancel this hearing.

	is [ $\sqrt{$ one only]( ) mailed( ) faxed and mailed( ) han $\{date\}$
Other party or his/her attorney:	
Name:	
Address:	<del></del>
City, State, Zip:	<del></del>
Fax Number:	
Dated:	
	<del></del>
	Signature of Party
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
	Fax Number:
IF A NONLAWYER HELPED YOU	FILL OUT THIS FORM, HE/SHE MUST FILL IN THI
BLANKS BELOW: [ 🚈 fill in all blanks	
I, {full legal name and trade name of non	lawyer}
a nonlawyer, located at {street}	, {citv}
{state} , {phone}	, helped {name}
who is the $[\sqrt{\mathbf{one}} \text{ only}]$ petitioner or	respondent, fill out this form.

### INSTRUCTIONS FOR FLORIDA SUPREME COURT APPROVED FAMILY LAW FORM 12.924, NOTICE FOR TRIAL

#### When should this form be used?

Generally, the court will have <u>trials</u> (or <u>final hearings</u>) on contested cases. This form is to be used to notify the court that your case is ready to be set for trial. Before setting your case for trial, certain requirements such as completing <u>mandatory disclosure</u> and <u>filing</u> certain papers and having them <u>served</u> on the other <u>party</u> must be met. These requirements vary depending on the type of case and the procedures in your particular circuit. In some circuits you must complete <u>mediation</u> or a <u>parenting course</u> before you can set a final hearing by using a <u>Notice of Hearing (General)</u>,  $\square$  Florida Supreme Court Approved Family Law Form 12.923, or other appropriate notice of hearing form. Other circuits may require that you set the trial using an <u>Order Setting Trial</u>. Contact the <u>clerk of the circuit court</u>, <u>family law intake staff</u>, or <u>judicial assistant</u> to determine how the <u>judge</u> assigned to your case sets trials. For further information, you should refer to the instructions for the type of form you are filing.

This form should be typed or printed in black ink. After completing this form, you should **file** the original with the clerk of the circuit court in the county where your case is filed and keep a copy for your records.

#### What should I do next?

A copy of this form must be mailed **or** hand delivered to the other party in your case.

#### Where can I look for more information?

Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms. For further information, see rule 12.440, Florida Family Law Rules of Procedure.

#### Special notes...

These family law forms contain <u>orders</u> and <u>final judgments</u>, which the judge may use. You should ask the clerk of court, family law intake staff, or judicial assistant if you need to bring one of these forms with you to the hearing or trial. If so, you should type or print the heading, including the circuit, county, case number, division, and the parties' names, and leave the rest blank for the judge to complete at your hearing or trial.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**,  $\$  Florida Family Law Rules of Procedure Form 12.900 (a), before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

IN THE CIRCUIT COURT OF THE	JUDICIAL CIRCUIT,
IN AND FOR	COUNTY, FLORIDA
	Cara Na
	Case No.:
	Division:
Petitioner,	
and	
Respondent.	,
NOTIC	CE FOR TRIAL
	aw Rules of Procedure, the party signing below states that ated time needed for the parties to present their cases is:
	as [ $$ one only] ( ) mailed ( ) faxed and mailed ( ) hand
Other party or his/her attorney:	
Name:Address:	
City, State, Zip:	
Fax Number:	
Dated:	
Dated.	
	Signature of Party
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
	Fax Number:
	OUT THIS FORM, HE/SHE MUST FILL IN THE
BLANKS BELOW: [ 🗷 fill in all blanks]	)
1, {full legal name and trade name of nonlawy	er}
a nonlawyer, located at {street}	, {city}, , helped {name}, spondent, fill out this form.
who is the [-[ one only] notitioner or	
who is the [ v one only] petitioner or res	spondent, ini out this form.