

PACKAGES AVAILABLE**COST OF
PACKAGE**

Prices as of 8/2016

FAMILY LAW PETITION PACKAGES	
Simplified Dissolution of Marriage (60 pgs)	\$9.00
Dissolution - No Children/Not Pregnant (170 pgs)	\$25.50
Dissolution - With Children/Pregnant (221 pgs)	\$33.15
Petition to Establish Paternity & Other Relief (199 pgs)	\$29.85
Petition to Establish Timesharing (95 pgs)	\$14.25
Petition to Modify Parenting Plan, Timesharing Schedule & Other Relief (181 pgs)	\$27.15
Petition for Temporary Custody By Extended Family (63 pgs)	\$9.45
Petition for Concurrent Custody By Extended Family (58 pgs)	\$8.70
Petition for Modification of Child Support (139 pgs)	\$20.85
Petition to Permit Relocation with Child(ren) (74 pgs)	\$11.10
RELATED PACKAGES	
Acceptance and Waiver of Service and Answer (9 pgs)	\$1.35
Affidavit of Corroborating Witness (10 pgs)	\$1.50
Marital Settlement Agreement (17 pgs)	\$2.55
Financial Affidavit - Short Form [Income less than \$50,000] (13 pgs)	\$1.95
Financial Affidavit - Long Form [Income greater than \$50,000] (17 pgs)	\$2.55
Child Support Guidelines (18 pgs)	\$2.70
Motion to Deviate from Child Support Guidelines (11 pgs)	\$1.65
Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA) (11 pgs)	\$1.65
Shared Parenting Plan (Okaloosa/Walton Model) (22 pgs)	\$3.30

Income Deduction Order (17 pages)	\$2.55
"Special Affidavit" - Uncontested Dissolution (MUST qualify for) (8 pgs)	\$1.20
Agreement to Waive Exception Period (7 pgs)	\$1.05
Request for Waiver of Attendance of the <i>Transparenting Seminar</i> (5 pg)	.75¢
Request to Complete Approved Alternative Parenting Course (7 pgs)	\$1.05
Motion and Order For Default (10 pgs)	\$1.50
Motion for Contempt Enforcement (33 pgs)	\$4.95
Motion for Temporary Support (82 pgs)	\$12.30
Motion for Search of Putative Father Registry (11 pgs)	\$1.65
Notice for Trial (8 pgs)	\$1.20
Notice of Social Security Number (8 pgs)	\$1.20
Notice of Voluntary Dismissal (8 pgs)	\$1.20
Notice of Hearing Before General Magistrate (8 pgs)	\$1.20
Affidavit of Service - Out of State Officer (6 pgs)	.90¢
Request for Waiver of Mediation & Refund (7 pgs)	\$1.05
Writ of Bodily Attachment (8 pgs)	\$1.20
EMERGENCY PICK-UP RELATED PACKAGES	
Prevent Removal Of Child(ren)/ Denial of Passport Services (36 pgs)	\$5.40
Emergency Verified Child Pick-up Order (29 pgs)	\$4.20
NAME CHANGE RELATED PACKAGES	
Name Change - Adult (31 pgs)	\$4.65
Name Change - Child (50 pgs)	\$7.50
Name Change - Family (42 pgs)	\$6.30
ADOPTION RELATED PACKAGES	
Petition for Non-Identifying Adoption Information & Order Granting (9 pgs)	\$1.35

Step-parent Adoption of Adult Child (56 pgs)	\$8.40
Step-parent Adoption of Minor Child(ren) (104 pgs)	\$15.60
EXPUNCTION and SEALING PACKAGE	
Information and sample documents	\$2.55
MISCELLANEOUS	
Application for Determination of Indigent Status (8 pgs)	No charge
Florida Supreme Court Information Handout (17 pgs)	\$2.55

IMPORTANT NOTICE:

The forms included in these packages are for those litigants who choose to represent themselves in court pro se (without an attorney). The packages may or may not include all the forms you may need for your particular situation. There may be other forms not included in these packages that are available upon request. Before you choose to represent yourself in any action, it is strongly recommended that you seek the advice of an attorney.

Please make sure you select the correct form(s)/package(s). The purchase of a form or package is non-refundable.

It is up to you, the pro se litigant, to determine which forms are appropriate for your situation, if any. Please remember that you are representing yourself and you alone are responsible for the correct completion and filing of the forms. It is also your decision whether or not you choose to use these forms. Clerk and Court personnel cannot and will not act as your lawyer or tell you what your legal rights or remedies are, represent you in court or tell you how to testify in court. The presiding judge in your case may require amendment of form(s) or substitution of a different form other than those you may have obtained from the Clerk's office. The form(s) you file are only a request and the judge is not required to grant the relief requested in a form. The information you give to and receive from the Clerk and Court personnel is not confidential and may be subject to disclosure at a later date. If there is another person involved in your case, that person will receive the same type of assistance that you receive. If you have any questions concerning your legal rights and remedies, please contact an attorney.

Florida Supreme Court forms not listed in this courtesy index are available in the binders in the Public View area, or online at http://www.flcourts.org/gen_public/family/forms_rules/index.shtml

Pro Se Appellate Handbook information is available at: http://www.flabarappellate.org/asp/pro_sehandbook.asp

PACKAGE DESCRIPTIONS

Simplified Dissolution of Marriage

When should this package be used?

You may file for a Simplified Dissolution of Marriage in Florida if ALL of the following are true:

- You and your spouse can attend the final hearing (at the same time).
- You and your spouse agree that the marriage cannot be saved.
- You and your spouse have no minor or dependent child(ren) together and the wife is not now pregnant.
- You and your spouse have worked out how the two of you will divide the things that you both own (your assets) and who will pay what part of the money you both owe (your liabilities), and you are both satisfied with this division.
- You are not seeking support (alimony) from your spouse, and vice versa.
- Neither you nor your spouse wish to have any financial information other than that provided in the financial affidavits.
- You are willing to give up your right to trial and appeal.
- You and your spouse are both willing to go into the clerk's office to sign the petition together.

If you do not meet this criteria, you cannot file for a Simplified Dissolution of Marriage. You may file for a Regular Dissolution of Marriage. Please review the instructions within the package for more information.

Dissolution of Marriage - No Children and Not Pregnant

When should this package be used?

This package may be used when a husband or wife is filing for a dissolution of marriage, and the husband and wife have marital assets and/or marital liabilities but they do not have any dependent children nor is the wife now pregnant. You and/or your spouse must have lived in Florida for at least 6 months before filing for a dissolution in Florida. If you and your spouse agree on all issues and both can attend the hearing, you may want to file a petition for simplified dissolution of marriage, Florida Family Law Rules of Procedure Form 12.901(a). However, you cannot file for a simplified dissolution of marriage if any of the following are true:

- You disagree about property, debts, or other matters and wish to have a judge settle them for you
- Either you or your spouse is seeking support (alimony)
- You would like to ask questions and get documents concerning your spouse's income, expenses, assets, debts, or other matters before having a trial or settlement
- You would like to reserve your rights to have any matters reconsidered or appeal the judge's decision
Please review the instructions within the package for more information.

Dissolution of Marriage - With Dependent or Minor Child(ren) or Pregnant

When should this package be used?

This package should be use when a husband or wife is filing for a dissolution of marriage and you and your spouse have a dependent or minor child(ren) together or the wife is now pregnant. You and/or your spouse must have lived in Florida for at least 6 months before filing for a dissolution in Florida. You must file this form if the following is true:

- You and your spouse have a dependent or minor child(ren) together or the wife is now pregnant.

Please review the instructions within the package for more information.

Petition to Establish Paternity and Other Relief

When should this package be used?

This package should be used by a birth mother or 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). Please review the instructions within the package for more information.

Petition to Establish Timesharing

When should this package be used?

If your child(ren) have been living in the State of Florida during the past six (6) months and are within the jurisdiction of the Florida Courts, this form may be used to ask the Court to establish visitation with your child(ren) if the Court or the Department of Revenue have entered an order establishing paternity, custody, and/or child support of your minor child(ren), but visitation was not ordered. If you are not sure if Florida is the proper place to file your petition, please seek the advice of an attorney.

Petition to Modify Parenting Plan or Time-Sharing Schedule or Other Relief

When should this package be used?

This package should be used when you are seeking the court to change current court-ordered custody or visitation arrangements. The court can change an order granting shared parental responsibility, including a primary residential responsibility / custody order if the judge finds that there has been a substantial change in the circumstances of the parties and the change is in the child(ren)'s best interests. Please review the instructions within the package for more information.

Petition For Temporary Custody By Extended Family

When should this package be used?

You must be an extended family member related within the third degree by blood or marriage to the parent of the child(ren) or be a stepparent if the stepparent is currently married to a parent of the child(ren) and is not a party in any pending domestic relations, civil or criminal proceeding involving one or both of the child(ren)'s parents, as an adverse party and you must have the parents' signed, notarized consents and/or be caring full-time for the child(ren) in the role of a substitute parent. Please see Florida Statute 751 for more information. Please review the instructions within the package for more information.

Petition For Concurrent Custody By Extended Family

"Concurrent Custody" means an eligible family member is awarded custodial rights to care for a child(ren) concurrently with the child(ren)'s parent or parents.

You may file a Petition for Concurrent Custody if:

You have the signed, notarized consents of the child(ren)'s legal parents OR You are an extended family member who is caring full time for the child(ren) in the role of a substitute parent and with whom the child(ren) is (are) presently living. **In addition, you must have physical custody of the child(ren) and have had physical custody of the child(ren) for at least 10 days in any 30-day period within the last 12 months AND not have signed, written documentation from a parent which is sufficient to enable you to do all things necessary to care for the child(ren). If you do not meet the qualifications above, you should talk to an attorney about other options. Please review the instructions within the package for more information.

Petition for Modification of Child Support

When should this package be used?

This form should be used when you are asking the court to change a current court-ordered child support obligation. The court can change a child support order if the judge finds that there has been a substantial change in the circumstances of the parties and the change is in the child(ren)'s best interests. Please review the instructions within the package for more information.

Acceptance and Waiver of Service and Answer

When should this form be used?

This form should be used when the respondent wishes to receive a copy of the petition for dissolution of marriage without being formally served by sheriff, there are no issues to be resolved by the court, and the respondent does not want to contest or appear at a hearing. With this form, the respondent should also file other forms. Please review the instructions within this package for more information.

Affidavit of Corroborating Witness

When should this form be used?

This form may be used to prove residency in a dissolution of marriage proceeding. To get a divorce in Florida, either the husband or the wife must have lived in Florida for at least 6 months before filing the petition. Residency may be proved by the affidavit of someone other than you or your spouse. This form is used to prove residency by affidavit. The person signing this form must know that you have lived in the state of Florida for at least 6 months before the date you filed your petition for dissolution of marriage. Please review the instructions within this package for more information.

Marital Settlement Agreement

When should this package be used?

This package should be use when a Petition for Dissolution of Marriage with Dependent or Minor Child(ren) has been filed and the parties have reached an agreement on some or all of the issues at hand. Please review the instructions within the package for more information.

Financial Affidavit - Short Form [Income less than \$50,000]

When should this package be used?

This package 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. Please review the instructions within the package for more information.

Financial Affidavit - Long Form [Income greater than \$50,000]

When should this package be used?

This package 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. Please review the instructions within the package for more information.

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. Please review the instructions within the package for more information.

Motion to Deviate From Child Support Guidelines

When should this form be used?

Child Support in Florida is determined by the child support guidelines found in section 61.30, Florida Statutes. The court, at its discretion, may raise or lower the child support guidelines amount by up to 5%. In addition, the court may raise or lower the guidelines support amount by more than 5%, if written reasons are given for the adjustment. The court may make these additional adjustments based on certain considerations, which are reflected in this form. You should review this form to determine if any reasons for adjusting the child support guidelines amount apply to your situation.

Uniform Child Custody Jurisdiction and Enforcement Act Affidavit (UCCJEA)

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. Please review the instructions within the package for more information.

Shared Parenting Agreement

When should this package be used?

Please review the instructions within the package for more information.

Request for Waiver of Attendance of *Trans*Parenting Seminar

When should this package be used?

Please review the instructions within the package for more information.

Request to Complete Approved Alternative Parenting Course

When should this package be used?

Please review the instructions within the package for more information.

Motion and Order For Default

When should these forms be used?

If the other party has failed to file or serve any documents within 20 days after the date of service of your petition, you may ask the clerk of the circuit court to enter a default against him or her by filling out this form and filing it with the court. Generally, a default allows you to obtain an earlier final hearing to finish your case. Once the default is signed by the clerk, you can request a trial or final hearing in your case. Please review the instructions within the package for more information.

Motion For Contempt Enforcement

When should this package be used?

To start a civil contempt / enforcement proceeding against a party who is not complying with a prior court order, you must file a motion with the court explaining what the party has failed to do. Please review the instructions within the package for more information.

Motion For Temporary Support

When should this package be used?

This package may be used by:

- (1) the respondent or the petitioner in a pending dissolution of marriage action. For you to use this form, a petition for dissolution of marriage must have already been filed. You should use this form to ask the court to award any of the following: temporary use of assets; temporary exclusive use of the marital home; temporary responsibility for liabilities/debts; temporary spousal support (alimony); temporary custody of a minor child(ren); temporary child support; and other relief.
- OR (2) the petitioner in a pending action for support unconnected with a dissolution. For you to use this form, a petition for support unconnected with a dissolution of marriage must have already been filed. You should use this form to ask the court to award temporary spousal support (alimony) and/or temporary child support. Please review the instructions within the package for more information.

Notice For Trial

When should this package be used?

Generally, the court will have trials (or final hearings) 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 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 circuit. You must complete mediation and/or a parenting course if ordered, before you can set a final hearing. Please review the instructions within the package for more information.

Notice of Social Security Number

When should this package be used?

This package 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. Please review the instructions within the package for more information.

Notice of Voluntary Dismissal

When should this package be used?

If you are the petitioner in a case and you wish to discontinue (dismiss) the case, you may use this form to request that the court dismiss your petition. If you are the respondent in a case and you have filed a counter-petition, you may use this form to request that the court dismiss your counter-petition. Please review the instructions within the package for more information.

Motion For Temporary Injunction to Prevent Removal of Child(ren) And/Or Denial of Passport Services

When should this package be used?

You should use this form if you want the court to enter an Order that your minor child(ren) is/are not to be removed from the State of Florida while a case involving parenting or time-sharing is pending, that Passport services for the minor child(ren) be prohibited, and/or that existing passports be turned over to you.

Emergency Verified Child Pick-Up Order

When should this package be used?

You may use this form to request that the court enter an Order directing the sheriff or other law enforcement officer to take a minor child(ren) from the person who currently has physical possession of the child(ren) and deliver the child(ren) to your physical custody. This form should only be used in an emergency by the person who has a pre-existing legal right to physical possession of the minor child. That means you already have a court order awarding you legal custody. Please review the instructions within the package for more information.

Name Change - Adult

When should this package be used?

This package should be used when an adult wants the court to change his or her name. This package is not to be used in connection with a divorce action. If you want a change of name because of a dissolution of marriage that is not yet final, the change of name should be done as part of that case. Please review the instructions within the package for more information.

Name Change - Child

When should this package be used?

This package should be used when parents want the court to change the name of their minor child(ren). For the purposes of this proceeding, a person under the age of 18 is a minor. This package is not to be used in connection with an adoption or paternity action. If you want to change the name of your minor child(ren) because of an adoption or paternity action that is not yet final, the change of name should be done as a part of that case. Please review the instructions within the package for more information.

Name Change - Family

When should this package be used?

This package should be used when a family wants the court to change its name. This package is not to be used in connection with a divorce, paternity, or adoption action. If you want a change of name because of dissolution of marriage, paternity, or adoption action that is not yet final, the change of name should be done as part of that case. Please review the instructions within the package for more information.

Petition For Non-Identifying Adoption Information and Order Granting Adult Adoptees Petition For Release of Adoption Information

When should this package be used?

This form is used to request release of relevant medical or social information on an adoptee. You cannot use this form to find out the identity of birth parent(s). Please review the instructions within the package for more information.

Stepparent Adoption of Adult Child

When should this package be used?

This package should be used when a stepparent is adopting his or her spouse's adult child. You must obtain a written consent of the adult child to be adopted, as well as the written consent of his or her spouse (if married). Please review the instructions within the package for more information.

Stepparent Adoption of Minor Child(ren)

When should this package be used?

This package should be used when a stepparent is adopting his or her spouse's minor child(ren). Both the stepparent and his or her spouse must sign this petition. You must attach all necessary consents or acknowledgements that apply to your case, as listed under Special Notes section contained in the package. Please review the instruction within the package for more information.