

**INSTRUCTIONS FOR FILING A MOTION
REGARDING CUSTODY, PARENTING TIME, OR CHILD
SUPPORT**

- 1. Fill out the correct Motion and Referral Order.**
- 2. Sign the Certificate of Mailing on the Motion.**
- 3. Make enough copies of the Motion to keep one for yourself, serve the other party in the case, the attorneys (if there are any), and the Friend of the Court. Make one copy of the Referral Order if you want to keep a copy for your records.**
- 4. File the Original Motion in the Circuit Court Clerk's Office with the proper filing fee. (see below)**
- 5. Mail a copy of the Motion to the other Party and Attorneys.**
- 6. Mail or drop off the original Referral Order and a copy of the Motion to the Friend of the Court.**

FEES

**Custody Motion.....\$100.00
Parenting Time Motion.... \$100.00
Child Support Motion..... \$60.00**

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	MOTION REGARDING SUPPORT	(A) CASE NO.
--	---------------------------------	---------------------

Court address

Court telephone no.

(B) Plaintiff's name, address, and telephone no. moving party

Third party name, address, and telephone no. moving party

v

Defendant's name, address, and telephone no. moving party

(C) 1. a. On _____ a judgment
Date
or order was entered regarding support.
 b. There is currently no order regarding support.

(D) 2. The plaintiff defendant is ordered to pay support of \$ _____ each _____
week, month, etc.

(E) 3. The plaintiff defendant is ordered to pay child care of \$ _____ each _____
week, month, etc.

(F) 4. The plaintiff defendant is ordered to pay health care of \$ _____ each _____
week, month, etc.

(G) 5. Conditions regarding support have changed as follows:
Use a separate sheet to explain in detail what has happened and attach. Include all necessary facts.

(H) 6. _____ and I have agreed to support as follows:
Name
Use a separate sheet to explain in detail what you have agreed on and attach. Include all necessary facts.

(I) 7. I ask the court to order that support be paid as follows: See 6. above for details.
Use a separate sheet to explain in detail what you want the court to order and attach.

I declare that the above statements are true to the best of my information, knowledge, and belief.

(J) _____
Date

Moving party's signature

Do not fill out below this line.

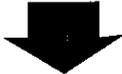
CERTIFICATE OF MAILING

I certify that on this date I mailed a copy of this motion regarding child support and the attached referral order to the names and addresses listed above by ordinary mail.

Date

Name

Eaton County Friend of the Court Referral Order

 **This section to be completed by the Plaintiff, the Defendant, or an Attorney**

Case No.: _____

Hon. _____
(name of Judge)

Name of Plaintiff
Address of Plaintiff
Phone Number

Name of Defendant
Address of Defendant
Phone Number

I _____ have attached a copy of the motion that I have
(Name of Party making the request)

filed with the Court and request referral to the Friend of the Court for the following:

- ___ Custody Evaluation
- ___ Parenting Time Evaluation
- ___ Child Support Evaluation
- ___ Change of Domicile Evaluation

Dated: _____
Signature of Party making request

 **This section to be completed ONLY by the Friend of the Court and the Court.**

The Friend of the Court having reviewed the above request and attached motion(s) recommends that the Court enter the following Referral Order:

Order
At a session of said Court
held in the city of Charlotte, on the
_____ day of _____

IT IS ORDERED this matter is referred to the Friend of the Court for the following:

- ___ Custody Evaluation
- ___ Parenting Time Evaluation
- ___ Child Support Evaluation
- ___ Parenting Time Conference
- ___ Custody Conference
- ___ Change of Domicile Evaluation
- ___ Referee Hearing
- ___ Other: _____

Circuit/ Probate Court Judge

Approved by the Friend of the Court