

CIVIL CASE INFORMATION SHEET

CAUSE NUMBER (FOR CLERK USE ONLY): _____ COURT (FOR CLERK USE ONLY): _____

STYLED _____

(e.g., John Smith v. All American Insurance Co; In re Mary Ann Jones; In the Matter of the Estate of George Jackson)

A civil case information sheet must be completed and submitted when an original petition or application is filed to initiate a new civil, family law, probate, or mental health case or when a post-judgment petition for modification or motion for enforcement is filed in a family law case. The information should be the best available at the time of filing. This sheet, approved by the Texas Judicial Council, is intended to collect information that will be used for statistical purposes only. It neither replaces nor supplements the filings or service of pleading or other documents as required by law or rule. The sheet does not constitute a discovery request, response, or supplementation, and it is not admissible at trial.

1. Contact information for person completing case information sheet:		Names of parties in case:		Person or entity completing sheet is:	
Name: _____ Email: _____ Jane Doe JADoe@ XYZ.com Address: _____ Telephone: _____ 123 Main Street (323) 962-8600 City/State/Zip: _____ Fax: _____ Dublin, TX 91203 Signature: _____ State Bar No: _____		Plaintiff(s)/Petitioner(s): _____ Jane Doe Defendant(s)/Respondent(s): _____ John Doe _____ _____ _____		☐ Attorney for Plaintiff/Petitioner ☒ <i>Pro Se</i> Plaintiff/Petitioner ☐ Title IV-D Agency ☐ Other: _____ Additional Parties in Child Support Case: Custodial Parent: _____ Non-Custodial Parent: _____ Presumed Father: _____ _____	
[Attach additional page as necessary to list all parties]					
2. Indicate case type, or identify the most important issue in the case (select only 1):					
<i>Civil</i>			<i>Family Law</i>		
Contract	Injury or Damage	Real Property	Marriage Relationship	Post-judgment Actions (non-Title IV-D)	
<i>Debt/Contract</i> ☐ Consumer/DTPA ☐ Debt/Contract ☐ Fraud/Misrepresentation ☐ Other Debt/Contract: _____ <i>Foreclosure</i> ☐ Home Equity—Expedited ☐ Other Foreclosure ☐ Franchise ☐ Insurance ☐ Landlord/Tenant ☐ Non-Competition ☐ Partnership ☐ Other Contract: _____	☐ Assault/Battery ☐ Construction ☐ Defamation <i>Malpractice</i> ☐ Accounting ☐ Legal ☐ Medical ☐ Other Professional Liability: _____ ☐ Motor Vehicle Accident ☐ Premises <i>Product Liability</i> ☐ Asbestos/Silica ☐ Other Product Liability List Product: _____ ☐ Other Injury or Damage: _____	☐ Eminent Domain/Condemnation ☐ Partition ☐ Quiet Title ☐ Trespass to Try Title ☐ Other Property: _____ Related to Criminal Matters ☐ Expunction ☐ Judgment Nisi ☐ Non-Disclosure ☐ Seizure/Forfeiture ☐ Writ of Habeas Corpus—Pre-indictment ☐ Other: _____	☐ Annulment ☐ Declare Marriage Void <i>Divorce</i> ☒ With Children ☐ No Children Other Family Law ☐ Enforce Foreign Judgment ☐ Habeas Corpus ☐ Name Change ☐ Protective Order ☐ Removal of Disabilities of Minority ☐ Other: _____	☐ Enforcement ☐ Modification—Custody ☐ Modification—Other Title IV-D ☐ Enforcement/Modification ☐ Paternity ☐ Reciprocals (UIFSA) ☐ Support Order Parent-Child Relationship ☐ Adoption/Adoption with Termination ☐ Child Protection ☐ Child Support ☐ Custody or Visitation ☐ Gestational Parenting ☐ Grandparent Access ☐ Parentage/Paternity ☐ Termination of Parental Rights ☐ Other Parent-Child: _____	
Employment	Other Civil				
☐ Discrimination ☐ Retaliation ☐ Termination ☐ Workers' Compensation ☐ Other Employment: _____	☐ Administrative Appeal ☐ Antitrust/Unfair Competition ☐ Code Violations ☐ Foreign Judgment ☐ Intellectual Property ☐ Lawyer Discipline ☐ Perpetuate Testimony ☐ Securities/Stock ☐ Tortious Interference ☐ Other: _____				
Tax	Probate & Mental Health				
☐ Tax Appraisal ☐ Tax Delinquency ☐ Other Tax	<i>Probate/Wills/Intestate Administration</i> ☐ Dependent Administration ☐ Independent Administration ☐ Other Estate Proceedings ☐ Guardianship—Adult ☐ Guardianship—Minor ☐ Mental Health ☐ Other: _____				
3. Indicate procedure or remedy, if applicable (may select more than 1):					
☐ Appeal from Municipal or Justice Court ☐ Arbitration-related ☐ Attachment ☐ Bill of Review ☐ Certiorari ☐ Class Action		☐ Declaratory Judgment ☐ Garnishment ☐ Interpleader ☐ License ☐ Mandamus ☐ Post-judgment		☐ Prejudgment Remedy ☐ Protective Order ☐ Receiver ☐ Sequestration ☐ Temporary Restraining Order/Injunction ☐ Turnover	

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Petitioner *(Print first, middle and last name of the spouse filing for divorce.)*

Cause No:

Respondent (Print first, middle and last name of other spouse.)

_____ ☒ District Court ☐ County Court of:
court number

Erath County, Texas

1. Susan Doe 2. Harry Doe 3.
4. 5. 6.

Petition for Divorce

- in Texas for the last 6 months, **and**
- in the county where you want to get divorced for at least the last 90 days.

I. PARTIES

1. My name is: Jane Doe

First Middle Last

2. My spouse's name is: John Doe

The discovery level in this case, if needed, is Level 2.

You can not file this form until you or your spouse has lived in the county where you are asking for a divorce for at least 90 days, and in Texas for at least six months.

1. ☒ My spouse has ☒ I have --- lived in this county for the last 90 days.

2. ☒ My spouse has ☒ I have --- lived in Texas for the last six months.

If your spouse does NOT live in Texas, complete and attach the Exhibit: Out-of-State Parent Affidavit, and check one:

3. ☒ My spouse agrees that this court can decide our divorce.
4. ☐ My spouse and I have been separated for less than 2 years, and Texas was the last state where we lived together.

IV. MARRIAGE and SEPARATION

1. My spouse and I got married on: March 13, 1999
Month Day Year
2. We stopped living together as spouses on: April 4, 2014
Month Day Year

V. CHILDREN

1. Pregnancy

- a. The wife in this marriage: ☐ is ☒ is not pregnant. (If pregnant, answer below.)
- b. The husband: ☐ is ☐ is not the biological father of this child.

Warning: in many Texas counties, the court will not allow you to complete your divorce if the wife is pregnant, even if she is pregnant by someone who is not the husband.

2. Children you and your spouse have together –

(List all natural and adopted children of this marriage who are under 18. If you have an adult disabled child, talk to a lawyer to see if child support is appropriate in your case.)

	Child's name	Date of Birth	Place of Birth	State where child lives now
a.	<u>Susan Doe</u>	<u>September 7, 1999</u>		<u>Texas</u>
b.	<u>Harry Doe</u>	<u>September 29, 2003</u>		<u>Texas</u>
c.				
d.				
e.				
f.				

(If more than 6 children, list them on another sheet and write Attachment A at the top. Then attach it to this form.)

3. Court Orders involving these children

(Check one box.)

- ☒ There are **NO** court orders in effect now for any of the children listed above.
- ☐ There **IS** a court order in effect now for at least one of the children listed above. The order is final and I am not asking the court to make any changes to the order. (Fill out below and talk to an attorney before you file this form.)

Name of Child:	Type of Order:
Cause #:	Court that made the order:
Date:	County/State:

4. Children's Health Insurance

The children ☒ do ☐ do not have private health insurance in effect.

Private Health Insurance is in effect: *(Complete, if the children have private health insurance.)*

Name of insurance company: Cigna

Policy number: U04343393

Cost of premium: \$62.00

Name of person who pays for insurance: Jane Doe

The insurance policy ☒ is ☐ is not available through the parent's work.

Private Health Insurance NOT in effect: *(Complete, if the children do NOT have private health insurance.)*

The children ☐ do ☐ do not receive medical assistance through CHIPS or Medicaid.

Cost of premium (if any): \$

Health insurance ☐ is ☐ is not available to the person who pays child support at a reasonable cost.

5. Custody, Visitation, and Child Support

My spouse and I agree to try to make an agreement about custody, visitation, and support. If we cannot make an agreement, I want the court to make decisions on these issues that are best for our children.

6. Family Information *(Check one box.)*

☒ I will fill out and file the *Family Information* form when I file the Final Decree of Divorce, as required by Texas Family Code Section 105.006.

☐ I ask the Court for permission **not** to fill out the Family Information form because I believe that providing this information could put me and/or my child(ren) in danger.

7. Children's property

List any property, other than personal items, owned by the children of this marriage.

8. Children born during the marriage, but husband is not the father

(Check one box.)

The wife ☐ did ☒ did not have children with another man while married to the husband.

All children born during the marriage that are not the husband's children are named below:

	Child's name	Age	Date of Birth	Sex
a.				
b.				
c.				
d.				
e.				
f.				

(If more than 6 children, list them on another sheet and write Attachment B at top. Then attach it to this form.)

I ask the Court to find that the husband is not the legal father of the children listed above.

VI. PROPERTY

Community Property

My spouse and I will try to make an agreement about how to divide our community property and debts. If we cannot agree, I ask the Court to divide our property and debts according to Texas law.

Separate Property

List all property that you owned *before* you were married, including real estate, and all gifts, inheritance, or money damages you received from a lawsuit during your marriage, if the money was not compensation for lost wages.

1. **House** located at: _____

zip *street address* *city* *state*

2. Land located at:

<i>street address</i>	<i>city</i>	<i>state</i>	<i>zip</i>
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3. Cars, trucks, motorcycles or other vehicles

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Vehicle Identification No. [VIN]</u>

4. Inheritance, gifts, or money from a lawsuit (*not* for lost wages) given only to you (*describe*):

5. **Other property** that you owned before you were married (*describe*):

I ask the Court to confirm this property as my separate property in my *Final Decree of Divorce*.

VII. NAME CHANGE

I ask the Court to change my name back to the name I had before my marriage:

Jane Eod

PRINT First

Middle

Last

VIII. PROTECTIVE ORDER

(Check one box.)

- ☒ Neither my spouse nor I have a Protective Order against each other, and neither of us has asked for one.
- ☐ Either my spouse or I **do have** a Protective Order against each other. A copy of this order is attached to this petition.

(Attach a copy to this Petition and fill out below.)

Cause # _____

Date: _____

County: _____

State: _____

The Court that made the order :

☐ District Court # _____

☐ Justice Court # _____

☐ County Court # _____

☐ Other Court(*explain*) _____

IX. NOTICE [Your spouse has the legal right to be notified that you have filed for divorce.]

(Check one box.)

- ☐ I ask the court to send a process server to give a copy of this *Petition* to my spouse here:

_____ *street address*

_____ *city*

_____ *state*

_____ *zip*

If this is a work address, name of business: _____

- ☒ Do **not** send a process server to give a copy of this *Petition* to my spouse. I believe my spouse may sign a *Waiver of Service* or voluntarily file an *Answer*. If not, I will ask a process server to give my spouse a copy of this *Petition* at this address:

321 Elm Street, Dublin, TX 76446

_____ *street address*

_____ *city*

_____ *state*

_____ *zip*

If this is a work address, name of business: _____

X. PRAYER

I ask the Court to grant me a divorce because the marriage has become insupportable due to discord or conflict of personalities that destroys the legitimate ends of the marital relationship and prevents any reasonable expectation of reconciliation. I ask the Court to grant me a divorce because my spouse and I do not get along and do not plan to live together ever again. I also ask the Court to make the other orders I have asked for in this Petition and any other orders I am entitled to.

Jane Doe (323) 962-8600
Petitioner's Name (print) Phone number

►
Petitioner's Signature Date

Petitioner's Mailing Address: 123 Main Street
Dublin, TX 91203
city state zip

Exhibit: Rights and Duties Order

After considering the circumstances of this case, the Court makes the following orders, and finds that these Orders are in the best interest of the child/ren.

1. RIGHTS AT ALL TIMES

IT IS ORDERED that both parents **a/ways** have the following rights and duties:

1. To receive information from the other parent about the child/ren's health, education, and well-being, and to talk to the other parent about upcoming decisions concerning the child/ren's health, education, and well-being.
2. To talk to the child/ren's doctors, dentists, and psychologists, teachers, and school staff, and to have access to the child/ren's records.
3. To attend the child/ren's school activities.
4. To be designated as an emergency contact on their child/ren's records.
5. To give consent for emergency medical, dental, and surgical treatment if the child/ren's health or safety is in danger.
6. Each parent always has the right to manage the child/ren's estate(s) if he or she set it up for the child/ren or if that parent's relatives set it up for the child/ren.

IT IS ORDERED that both parents have the following rights and duties **when the child/ren are with them:**

1. To feed, clothe, and shelter the child/ren
2. To care for, control, and protect, the child/ren
3. To discipline the child/ren in reasonable ways
4. To arrange for and consent to non-invasive medical and dental care
5. To direct the child/ren's moral and religious training

Continued on page 2

2. OTHER RIGHTS AND DUTIES

IT IS ORDERED that the parties have the following rights and duties as marked below:

	Mom alone	Dad alone	Mom and Dad together	Either Mom or Dad	Other person*
1. Make decisions concerning the child/ren's education	☐	☐	☒	☐	☐
2. Consent to major medical, dental, and surgical treatment for the child/ren	☐	☐	☒	☐	☐
3. Consent to psychological treatment for the child/ren	☐	☐	☒	☐	☐
4. Consent to a child's marriage	☐	☐	☒	☐	☐
5. Consent to a child enlisting in the U.S. Armed Forces	☐	☐	☒	☐	☐
6. Manage or control the earnings or services of a child who works	☐	☐	☒	☐	☐
7. Represent the child/ren in a legal action and make important legal decisions that affect the child/ren	☐	☐	☒	☐	☐
8. Make decisions for the child/ren about their estates if required by law (unless the child/ren have a guardian ad litem or guardian of the estate)	☐	☐	☒	☐	☐
9. Manage the child/ren's estates if any were created by the parents' community or joint property.	☐	☐	☒	☐	☐

* If you checked "Other person," explain below:

Name of other person: _____

Relationship to child/ren: _____

Exhibit: Possession and Access (Visitation) Order

Home parent is: (name): Jane Doe

Co-parent is: (name): John Doe

Warning! It is a crime to disobey this Order. If you tell the authorities that the other parent has violated this Order, and it is not true, you can go to jail and be fined up to \$10,000.

The Court makes the following Orders: Visitation with the child/ren is as the parties agree in advance. Failing agreement, the following order will be enforced:

1. Co-Parent's Local Schedule <i>(When Co-Parent lives within 100 miles of the child/ren')</i>		Starts (check one)	Ends (check one)	Responsibility for Pick up/ Delivery to start visit	Responsibility for Pick up/ Delivery to end visit
Weekends*	1 st , 3 rd , and 5 th weekend of each month See definition below.	☒ After school** ☐ 6 pm	☒ Next school day*** ☐ 6 pm	☒ Co-Parent ☐ Home Parent	☒ Co-Parent ☐ Home Parent
Mid-Week Visit	Thursday of each school week	☒ After school ☐ 6 pm	☒ School starts on Friday ☐ 8 pm		
Thanksgiving <i>Odd-Numbered Years</i>	Starts last day of school before Thanksgiving and ends on Sunday.	☒ After school ☐ 6 pm	6 pm		
Christmas Break <i>Even-Numbered Years</i>	Starts the last day of school before Christmas Break and ends December 28 th .	☒ After school ☐ 6 pm	noon		
Christmas Break <i>Odd-Numbered Years</i>	Starts on December 28 th and ends the day before school starts after Christmas Break.	noon	6 pm		
Spring Break <i>Even-Numbered Years</i>	Starts the last day of school before Spring Break and ends the day before school starts after Spring Break.	☒ After school ☐ 6 pm	6 pm		
Standard Summer	July 1 st – July 31 st	6 pm	6 pm		
Different Summer <i>Co-Parent must notify Home Parent of the dates. by April 1.</i>	Co-Parent may choose a different 30-day summer schedule. The schedule must be: after school is dismissed for summer break, only 1 or 2 blocks of time, each at least 1 week long, and not during the last week of the summer break	6 pm	6 pm		
Children's Birthdays	If the Co-Parent does not have a scheduled visit with the child on the child's birthday, the Co-Parent may be with the child and the other children in this case on the child's birthday.	6 pm	8 pm	<i>The Co-Parent must pick up and return the child/ren.</i>	
Father's Day	Child/ren will be with Dad on Father's Day Weekend. The weekend starts Friday before Father's Day and ends on Father's Day.	6 pm	☐ 6 pm ☒ 8am, Mon. after Father's Day		
Mother's Day	Child/ren will be with Mom on Mother's Day Weekend. The weekend starts Friday before Mother's Day and ends on Mother's Day.	☒ After school ☐ 6 pm	☒ Next school day ☐ 6 pm		

*Weekend = begins on Friday at 6pm, and ends on Sunday at 6pm, except when:

- The box "After school**" is checked, then during the regular school year, the weekend begins at the time the child/ren's school is dismissed before the 1st, 3rd, or 5th weekend of each month
- The box "Next school day***" is checked, then during the regular school year, the weekend ends at the time the child/ren's school starts on the next school day after the 1st, 3rd, or 5th weekend of each month (if Co-Parent cannot return the children to school on time, s/he must notify the school and the other parent)
- 1st, 3rd or 5th weekend coincides with a student holiday or teacher's in-service day or federal, state or local holiday that falls on a Monday, then the weekend begins on Friday at 6pm, and ends on Monday, at 6pm; if the holiday falls on a Friday, then the weekend begins on Thursday at 6pm, and ends on Sunday at 6pm .
- If weekend or Thursday visit conflicts with holiday or summer schedule, you must follow the holiday or summer schedule.

The child/ren are with the Home Parent at the times marked below *and* when they are not with the Co-Parent as indicated on page 1.

2. Home Parent's Local Schedule <i>(When Co-parent lives within 100 miles of the child/ren)</i>		Starts	Ends	Responsibility for Pick up/ Delivery to start visit	Responsibility for Pick up/ Delivery to end visit
Thanksgiving <i>Even-Numbered Years</i>	Starts the last day of school before Thanksgiving and ends Sunday.	N/A	N/A	N/A	N/A
Christmas Break <i>Odd-Numbered Years</i>	Starts the last day of school before Christmas Break and ends December 28 th .	N/A	noon		
Christmas Break <i>Even-Numbered Years</i>	Starts on December 28 th and ends the day before school starts after Christmas Break.	noon	N/A		
Spring Break <i>Odd-Numbered Years</i>	Starts the last day of school before Spring Break and ends the day before school starts after Spring Break.	N/A	N/A		
Summer <i>Home Parent must notify Co-Parent of the dates, in writing, by April 15th, or give at least 14 days written notice of the dates, after April 15th.</i>	The Home Parent may choose 21 days during the summer when the child/ren will stay with the Home Parent. The Home Parent's schedule must be: • Not during the last week of the summer break • Not during days when the Co-Parent has a scheduled summer, or Father's/Mother's Day visitation.	N/A	N/A	The Home Parent must pick up and return the child/ren.	
Summer Weekend Options <i>Home Parent must notify Co-Parent of the dates, in writing, by April 15th</i>	If the Co-Parent's summer visitation is 31 days or more, the Home Parent may choose to have the children for two weekends during the Co-Parent's summer visitation (or one weekend if the Co-Parent's summer visitation is 30 days or less). The weekends: • Cannot be consecutive weekends during the Co-Parent's summer visitation schedule • Cannot interfere with the Co-Parent's Father's or Mother's Day weekend • Cannot be the last weekend of summer	6 pm	6 pm		
Children's Birthdays	If the Home-Parent does not have a scheduled visit with the child on the child's birthday, the Home-Parent may be with the child and the other children in this case on the child's birthday.	6 pm	8 pm		
Father's Day	Child/ren will be with Dad on Father's Day Weekend. The weekend starts Friday before Father's Day and ends on Father's Day.	N/A	N/A		
Mother's Day	Child/ren will be with Mom on Mother's Day Weekend. The weekend starts Friday before Mother's Day and ends on Mother's Day.	N/A	N/A		

3. Co-Parent's Long Distance Schedule (When Co-Parent lives more than 100 miles from the child/ren)		Starts	Ends	Responsibility for Pick up/ Delivery to start visit	Responsibility for Pick up/ Delivery to end visit	
Weekends*	1 st , 3 rd , and 5 th weekend of each month A weekend starts Friday and ends Sunday. OR Any one weekend per month that the Co-Parent chooses. The Co-Parent must give the Home Parent at least 14 days notice (by phone or in writing), and the weekend cannot interfere with the holiday schedule.	6 pm	6 pm	☐ Co-Parent ☐ Home Parent	☐ Co-Parent ☐ Home Parent	
Thanksgiving Odd-Numbered Years	Starts the last day of school before Thanksgiving and ends on Sunday.	6 pm	6 pm			
Christmas Break Even-Numbered Years	Starts the last day of school before Christmas Break and ends December 28 th .	6 pm	noon			
Christmas Break Odd-Numbered Years	Starts on December 28 th and ends the day before school starts after Christmas Break.	noon	6 pm			
Spring Break (Every year)	Starts the last day of school before Spring Break and ends the day before school starts after Spring Break.	6 pm	6 pm			
Standard Summer	June 15 th – July 27 th	6 pm	6 pm			
Different Summer <i>Co-Parent must notify Home Parent of the dates. by April 1.</i>	The Co-parent may choose a different 42-day summer schedule, but it must be: - Only 1 or 2 blocks of time, each at least 1 week long, Not during the last week of the summer break	6 pm	6 pm			
Children's Birthdays	If the Co-Parent does not have a scheduled visit with the child on the child's birthday, Co-Parent may be with the child and the other children in this case on the child's birthday.	6 pm	8 pm	<i>The Co-Parent must pick up and return the child/ren.</i>		
Father's Day	Child/ren will be with Dad on Father's Day Weekend. The weekend starts Friday before Father's Day and ends on Father's Day.	6 pm	6 pm			
Mother's Day	Child/ren will be with Mom on Mother's Day Weekend. The weekend starts the Friday before Mother's Day and ends on Mother's Day.	6 pm	6 pm			

***Weekend** = begins on Friday at 6pm, and ends on Sunday at 6pm, except when:

- 1st, 3rd or 5th weekend coincides with a student holiday or teacher's in-service day or federal, state or local holiday that falls on a Monday, then the weekend begins on Friday at 6pm, and ends on Monday, at 6pm; if the holiday falls on a Friday, then the weekend begins on Thursday at 6pm, and ends on Sunday at 6pm .
- If weekend or Thursday visit conflicts with holiday or summer schedule, you must follow the holiday or summer schedule.

The child/ren are with the Home Parent at the times marked below *and* when they are not with the Co-Parent as indicated on page 3.

3. Home Parent's Long Distance Schedule <i>(When parents live more than 100 miles apart)</i>		Starts	Ends	Responsibility for Pick up/ Delivery to start visit	Responsibility for Pick up/ Delivery to end visit
Thanksgiving <i>Even-numbered years</i>	Starts last day of school before Thanksgiving and ends Sunday.	N/A	N/A	N/A	N/A
Christmas Break <i>Odd-Numbered Years</i>	Starts the last day of school before Christmas Break and ends December 28 th .	N/A	noon	N/A	N/A
Christmas Break <i>Even-Numbered Years</i>	Starts on December 28 th and ends the day before school starts after Christmas Break.	noon	N/A	N/A	N/A
Summer <i>Home Parent must notify Co-Parent of the dates, in writing, by April 15th, or give at least 14 days written notice of the dates, after April 15th.</i>	The Home Parent may choose 21 days during the summer when the child/ren will stay with the Home Parent. The Home Parent's schedule must be: • Not during the last week of the summer break • Not during days when the Co-Parent has a scheduled summer, or Father's/Mother's Day visitation.		6 pm	6 pm	N/A
Summer Weekend Options <i>Home Parent must notify Co-Parent of the dates, in writing, by April 15th</i>	If the Co-Parent's summer visitation is 31 days or more, the Home Parent may choose to have the children for two weekends during the Co-Parent's summer visitation (or one weekend if the Co-Parent's summer visitation is 30 days or less). The weekends: • Cannot be consecutive weekends during the Co-Parent's summer visitation schedule • Cannot interfere with the Co-Parent's Father's or Mother's Day weekend • Cannot be the last weekend of summer	6 pm	6 pm	<i>The Home Parent must pick up and return the child/ren.</i>	
Child/ren's Birthdays	If the Home-Parent does not have a scheduled visit with the child on the child's birthday, Home-Parent may be with the child and the other children in this case on the child's birthday.	6 pm	8 pm		
Father's Day	Child/ren will be with Dad on Father's Day Weekend. The weekend starts Friday before Father's Day and ends on Father's Day.	6 pm	6 pm		
Mother's Day	Child/ren will be with Mom on Mother's Day Weekend. The weekend starts Friday before Mother's Day and ends on Mother's Day.	6pm	6 pm		

5. Warnings —

Each person who is a party to this Order is ordered to notify every other party, the Court, and the state child support registry of any change in the party's current residence address, mailing address, home telephone number, name of employer, address of employment, driver's license number, and work telephone number. The party is ordered to give notice of an intended change in any of the required information to the other party, the Court, and the state case registry on or before the 60th day before the intended change. If the party does not know or could not have known of the change in sufficient time to give notice of the change to provide 60-days notice, the party is ordered to give notice of the change on or before the 5th day after the date that the party knows of the change.

The duty to furnish this information to every other party, the Court, and the state case registry continues as long as any person, by virtue of this Order, is under an obligation to pay child support or entitled to possession of or access to a child.

Failure by a party to obey the Order of this Court to provide every other party, the Court, and the State case registry with the change in the required information may result in further litigation to enforce the order, including contempt of court. A finding of contempt may be punishable by confinement in jail for up to six months, a fine of up to \$500 for each violation, and a money judgment for payment of attorney's fees and court costs.

Notice shall be given to every other party by delivering a copy of the notice to each party by registered or certified mail, return receipt requested. Notice shall be given to the Court and the State Case Registry by delivering a copy of the notice either in person to the clerk of the Court or by registered or certified mail addressed to the clerk.

Failure to obey a court order for child support or for possession of or access to a child may result in further litigation to enforce this order, including contempt of court. A finding of contempt may be punishable by confinement in jail for up to six months, a fine of up to \$500 for each violation, and a money judgment for payment of attorney's fees and court costs.

Failure of a party to make a child support payment to the place and in the manner required by a court order may result in the party's not receiving credit for making the payment. Failure of a party to pay child support does not justify denying that party court-ordered possession of or access to a child. Refusal by a party to allow possession of or access to a child does not justify failure to pay court-ordered child support to that party.

Important Notices:

- If the Co-Parent cannot take the child/ren as scheduled, s/he **must** notify the other parent.
- A competent adult may pick up or drop off the child/ren. But, the child/ren **must not** be left alone without an adult present.
- The Co-Parent **must** notify the Home Parent, the school, and the Court within 5 days, or sooner, if s/he moves over 100 miles from the child/ren.

Notice to any peace officer of the State of Texas: You may use reasonable efforts to enforce the terms of child custody specified in this order. A peace officer who relies on the terms of a court order and the officer's agency are entitled to the applicable immunity against any claim, civil or otherwise, regarding the officer's good faith acts performed in the scope of the officer's duties in enforcing the terms of the order that relate to child custody. Any person who knowingly presents for law enforcement an order that is invalid or no longer in effect commits an offense that may be punishable by confinement in jail for as long as two years and a fine of as much as \$10,000.

Exhibit: Child Support Order

1. PERSON ORDERED TO PAY

IT IS ORDERED that John Doe is the person ordered to pay child support.

(Name of person to pay support)

He or she must **pay** child support in the amount and manner described below, until one of the following **conditions** is met for each child listed in the Decree or Order, or one of the following **events** occurs:

2. CONDITIONS

- The child turns 18 and graduates from high school, **or**
- The child has turned 18, and is not meeting the attendance requirements of a high school or other secondary school leading toward a high school diploma, **or**
- The child marries, dies, or is emancipated by court order, **or**
- The child begins active duty in the US armed forces, **or**

3. EVENTS

- The child's parents marry each other and live with the child, **or**
- The court changes this order.

The child support **decreases** each time one of the above conditions is met for a child listed in the attached Decree or Order. Refer to the *Child Support Calculator* or *Texas Family Code, Chapter 154* for guidelines to help you determine the child support amount.

The person paying child support is ordered to pay:

\$ 750.00 due on the first day of each month, starting the month after this order is signed, **until** one child meets one of the above conditions or one the above events occurs.

\$ 375.00 due the first day of each month, starting the month **after one** child meets one of the above conditions.

\$ 0.00 due the first day of each month, starting the month **after a second** child meets one of the above conditions.

\$ 0.00 due the first day of each month, starting the month **after a third** child meets one of the above conditions.

\$ 0.00 due the first day of each month, starting the month **after a fourth** child meets one of the above conditions.

4. PERSON TO RECEIVE

IT IS ORDERED that child support shall be payable to Jane Doe,
(Name of person to receive child support)

but all child support payments shall be sent to the **Child Support State Disbursement Unit, PO Box 659791, San Antonio, TX 78265**, where the payment will be recorded and forwarded to the person receiving child support.

5. GUIDELINE OR NON-GUIDELINE SUPPORT

Check Guideline Support if the child support amount listed is based on the statutory guidelines.

☐ **Guideline Support:**

The amount of child support is approximately the amount recommended in the Texas Family Code Guidelines, Chapter 154.

Check and complete Non-Guideline Support, if the child support amount listed is not based on the statutory guidelines. **Do not complete this section if child support is based on the statutory guidelines.**

☒ **Non-Guideline Support:**

The amount of child support differs significantly from the amount recommended in the Texas Family Code Guidelines, Chapter 154.

Today, the Court made these findings in open court concerning this Non-Guideline Support Order:

Guideline support would **not** be appropriate or would be unfair in this case because (*explain*): _____

The net monthly income (from all sources) of the **person paying** child support is \$ 2,081.56

The net monthly income (from all sources) of the **person receiving** child support is \$ 1,723.20

Actual monthly child support listed is \$ 750.00, which is 36 % of the **paying person's** net monthly income.

6. WITHHOLDING ORDER

This Court has signed an *Order to Employer to Withhold Child Support* today. If it is sent to the employer of the person paying child support, the employer will withhold child support payments from the employee's pay, and send it to the **Child Support State Disbursement Unit, PO Box 659791, San Antonio, TX 78265**, where the payment will be recorded, and forwarded to the person receiving child support.

If you are the person paying child support and your employer withholds less than the monthly child support ordered, you must send the balance owed to the **Child Support State Disbursement Unit, PO Box 659791, San Antonio, TX 78265**.

If all parties agree not to have the employer withhold child support payments yet, check here.

☐ The parties agree, and the Court orders that the *Order to Employer to Withhold Child Support* will not be served on the Employer **unless** child support payments are more than 30 days late or if the past due amount is the same or more than the monthly child support amount.

If the withholding order is not served on the employer, or if the person paying child support is self employed or unemployed, the person paying child support is ordered to send all child support payments to the **Child Support State Disbursement Unit, PO Box 659791, San Antonio, TX 78265**, where the payment will be recorded, and forwarded to the person receiving child support.

Do **not** make child support payments directly to the other parent, or you may have to pay it again!

7. CHILD SUPPORT AFTER DEATH

If the person ordered to pay child support dies before this child support order ends, child support is still owed. His or her estate must pay the remaining unpaid child support balance which becomes due when he or she dies.

8. LIFE INSURANCE POLICY

Check here if both parents want the person paying child support to have a life insurance policy while child support is ordered.

- ☒ The person paying child support under this order will obtain and maintain a life insurance policy for as long as child support is ordered. The value of the policy will be at least as much as the total child support obligation. The person receiving child support under this order must be named beneficiary for the benefit of the children.

9. CHILD SUPPORT ACCOUNT

Both parents must:

- Fill out a *Request to Establish an Account* form,
- Take the *Request* form to your local Domestic Relations Office or county child support liaison within 5 days after the judge orders child support.
- Pay a set-up fee and an annual fee, as required by your local office, every year until child support ends. (*Texas Family Code § 203.005 (a)(5)*)

10. CHANGE OF INFORMATION / WARNINGS

Each person who is a party to this Order is ordered to notify every other party, the Court, and the state child support registry of any change in the party's current residence address, mailing address, home telephone number, name of employer, address of employment, driver's license number, and work telephone number. The party is ordered to give notice of an intended change in any of the required information to the other party, the Court, and the state case registry on or before the 60th day before the intended change. If the party does not know or could not have known of the change in sufficient time to give notice of the change to provide 60-days notice, the party is ordered to give notice of the change on or before the 5th day after the date that the party knows of the change.

The duty to furnish this information to every other party, the Court, and the state case registry continues as long as any person, by virtue of this Order, is under an obligation to pay child support or entitled to possession of or access to a child.

Failure by a party to obey the Order of this Court to provide every other party, the Court, and the State case registry with the change in the required information may result in further litigation to enforce the order, including contempt of court. A finding of contempt may be punishable by confinement in jail for up to six months, a fine of up to \$500 for each violation, and a money judgment for payment of attorney's fees and court costs.

Notice shall be given to every other party by delivering a copy of the notice to each party by registered or certified mail, return receipt requested. Notice shall be given to the Court and the State Case Registry by delivering a copy of the notice either in person to the clerk of the Court or by registered or certified mail addressed to the clerk.

Failure to obey a court order for child support or for possession of or access to a child may result in further litigation to enforce this order, including contempt of court. A finding of contempt may be punishable by confinement in jail for up to six months, a fine of up to \$500 for each violation, and a money judgment for payment of attorney's fees and court costs.

Failure of a party to make a child support payment to the place and in the manner required by a court order may result in the party's not receiving credit for making the payment. Failure of a party to pay child support does not justify denying that party court-ordered possession of or access to a child. Refusal by a party to allow possession of or access to a child does not justify failure to pay court-ordered child support to that party.

Exhibit: Medical Support Order

Warning! If you disobey a Court order to pay for or provide health insurance for the children, you will have to pay for ALL needed and reasonable health costs, even if those costs would not have been covered by an insurance policy.

The Court makes the following orders:

1. INSURING PARENT

IT IS ORDERED that Jane Doe
(Name of person to pay health insurance/ medical support, **Insuring Parent**)

must **pay** for and provide health insurance / medical benefits for the children listed in the attached Decree or Order, in the manner described below, until one of the following **conditions** is met for each child, or one of the following **events** occurs:

Conditions

- The child turns 18 and graduates from high school, **or**
- The child has turned 18, and is not meeting the attendance requirements of a high school or other secondary school leading toward a high school diploma, **or**
- The child marries, dies, or is emancipated by court order, **or**
- The child begins active duty in the US armed forces, **or**

Events

- The child's parents marry each other and live with the child, **or**
- The court changes this order.

The medical benefits must include doctor services, office visits, hospitalization, laboratory, X-ray, and emergency services.

2. INSURANCE / MEDICAL BENEFITS

The Insuring Parent IS ORDERED to pay for and enroll the children in a health insurance policy offered through either parent's work or membership in a union or organization, if it is available at a reasonable cost (not more than 9% of his/her annual resources), and it provides doctor services, office visits, hospitalization, laboratory, X-ray, and emergency services.

If the Insuring Parent obtains health insurance through the other parent's work or membership in an organization, that other parent IS ORDERED to include the child in his or her health insurance. The Insuring Parent IS ORDERED to reimburse the other parent for the **actual cost** of insuring the children in this case, as described below.

If insurance is **not** available through either parent's work or membership in a union or organization at a reasonable cost, the Insuring Parent IS ORDERED to get insurance / medical

benefits for the children using any of these options:

1. Buy an individual policy to cover the children, and give the other parent the required health insurance information listed below, **or**
2. Get public health insurance. (For information, contact TexCare Partnership: 1-800-647-6558, www.texcarepartnership.com.), **or**
3. Give the other parent \$ _____ / per month in medical support for the children's health expenses. Payments must be (*check one*):
 - ☒ Mailed to the Child Support State Disbursement Unit on the 1st day each month, **or**
 - ☐ Withheld by the Insuring Parent's Employer and included in Child Support.

The Insuring Parent is not required to make these payments if he or she obtains health insurance for the child and provides proof of insurance to the other parent, and any other party to the case.

3. INFORMATION TO BE PROVIDED

The Insuring Parent must give the other parent the following information, **within 30 days** of the date of this Order:

- Name of the health insurance company, policy number, copy of the policy, and a list of covered benefits,
- Proof that the children are covered under this policy,
- A health insurance membership card, claim forms, and any other information needed to submit a claim, if applicable,
- The Insuring Parent's Social Security Number and name and address of the Insuring Parent's employer and the type of insurance available through his/her employment.

4. NOTICE OF CHANGES TO INSURANCE / MEDICAL BENEFITS

1. If the insurance benefits are renewed, cancelled, or changed in any way, the Insuring Parent must send the new information to the other parent **within 15 days of the change**.
2. If the Insuring Parent is no longer eligible for coverage, s/he must provide other health insurance within 10 days of losing coverage. The new insurance must provide as much, or more, coverage for the children.

5. REIMBURSEMENT FOR ACTUAL COST TO INSURE CHILDREN IN THIS CASE

If the Insuring Parent obtains health insurance for the children through the other parent's employment, the Insuring Parent must reimburse the other parent the **actual cost** of insuring the children in this case.

The **actual cost** of insuring the children in this case is determined by dividing the total cost of insuring all children covered by the plan, and multiplying that number by the number of children in this case.

The Insuring Parent is ORDERED to pay the actual cost of the health insurance for the children as additional child support, with the first payment of \$62.00 due on the first day of the first month after this Decree is signed, and a like payment due on the first day of each month thereafter, until there is a change in the actual cost of the health insurance for the children in this case. Starting on the first day of the month after each change in the actual cost of health insurance for the children in this case, the Insuring Parent is ordered to pay the other parent the actual cost of insuring the children, and must continue to make like monthly payments on the first day of each month thereafter until there is another change in the actual cost of health insurance for the children in this case.

IT IS ORDERED that these additional payments for reimbursement of health insurance expenses shall be made through the **Child Support State Disbursement Unit, PO Box 659791, San Antonio, Texas, 78265**, and thereafter promptly remitted to the other parent for support of the children.

IT IS FURTHER ORDERED that payments made by the Insuring Parent for the reimbursement of health insurance premiums to the other parent shall stop if the Insuring Parent enrolls the children in a health insurance or medical benefits program, as described above, and the Insuring Parent provides the other parent or the IV-D agency, if needed, the information listed in paragraph III, above.

If the insurance company sends reimbursement for services, it must be given to the parent who made the expense, within 3 days. If payment is not in that parent's name, the other parent will endorse the check and forward the payment.

6. FILING CLAIMS

Either parent may file a claim. If claim forms or other information are needed for reimbursement, the parents must provide that information within 10 days of the request.

7. ADDITIONAL INSURANCE

Either parent may get additional health insurance for the children, at his/her own cost. If the additional insurance expands coverage for the children, the parents are ordered to make the benefits available.

8. COSTS NOT COVERED BY INSURANCE

1. If the insurance does not cover all of the health care costs, the parents must each pay half (50%) of the health care costs not covered by the insurance, including:

- Annual deductibles
- Co-pays
- Charges for dental, vision, and orthodontic care
- Charges for prescription drugs

(Travel costs and the cost of over-the-counter drugs are NOT included.)

2. Notify the other parent about health care costs:

Each parent must notify the other parent of the health care costs incurred within 10 days. After being notified, the other parent has 10 days to pay his/her portion of the health care cost. The court considers all health care costs to be reasonable, even if denied by the health insurance company.

9. FOR PATERNITY CASES AND SUITS AFFECTING THE PARENT-CHILD RELATIONSHIPS

- ☐ Check here if the Father will pay for 50% of the mother's pregnancy-related health care expenses. (You can only ask for this if this is the **first** Health Insurance Order for the child/ren in this case.)

The father IS ORDERED to pay 50% of the mother's pregnancy-related health care expenses for the child/ren listed below:

	Child's name	Date of Birth
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____

Exhibit: Family Information

Required by Texas Family Code, § 105.006(c)

Important! The information you put on this form is not private. If you think that filling out this form could put you or your child(ren) in danger, skip to **8 below**.

If any family information requested on this form changes while a custody or support order is in effect, you **must** notify:

- the other parent,
- the Court, and
- the State Child Support Registry

Notification must be at least *60 days before* the change. If you did not know about this change 60 days before it happened, notification must be *within 5 days after* the change.

Notify the other parent by registered or certified mail, return receipt. Notify the Court and the State Child Support Registry by registered or certified mail addressed to the clerk, or go to the Court Clerk's office.

Print your answers

My name is : Jane Doe

1. MOTHER'S INFORMATION

Name: Jane Doe

Home Address: 123 Main Street, Dublin, TX 91203

Mailing Address: _____

Home phone #: (323) 962-8600

Work phone #: (323) 962-8600

Social Security #: _____

Driver's License #: 15521590

Issuing state: TX

Employer: Xyz Llc

Work address: 456 Circle , Stephenville, TX 76446

2. FATHER'S INFORMATION

Name: John Doe

Home Address: 321 Elm Street, Dublin, TX 76446

Mailing Address: _____

Home phone #: (323) 962-8600

Work phone #: (323) 962-8600

Social Security #: _____

Driver's License #: 55555555

Issuing state: TX

Employer: Abc County Sheriff Department

Work address: _____

3. CHILD (under 18)

Name Susan Doe
Home Address: 123 Main Street, Dublin, TX 91203
Home phone #: (323) 962-8600 Social Security #: _____
School: ABC School Address: _____

4. CHILD (under 18)

Name Harry Doe
Home Address: 123 Main Street, Dublin, TX 91203
Home phone #: (323) 962-8600 Social Security #: _____
School: Dublin School Address: _____

5. CHILD (under 18)

Name _____
Home Address: _____
Home phone #: _____ Social Security #: _____
School: _____ School Address: _____

6. CHILD (under 18) – Hijo (menor de 18 años de edad)

Name _____
Home Address: _____
Home phone #: _____ Social Security #: _____
School: _____ School Address: _____

7. CHILD (under 18)

Name _____
Home Address: _____
Home phone #: _____ Social Security #: _____
School: _____ School Address: _____

If more than 5 children, list their information on another sheet and attach it to this form.

8. RISK TO CHILDREN / PARTIES

I ask the Court for permission not to fill out this form because I believe that providing this information could put me and/or my child(ren) in danger.

Name of child/ren who could be in danger

1. _____	4. _____
2. _____	5. _____
3. _____	6. _____

Exhibit: Conservatorship (Custody) Order

The Court makes the following orders:

1. Legal Custody & Primary Home

The parties in this case are (*check one*):

- ☒ **Joint Managing Conservators** of the child with both parties sharing legal custody, making decisions together about the child's health, education, and welfare.

AND

- ☐ A geographic limitation is placed on the location of the child's primary home. The child's primary home will be located:

☐ in this county or in counties adjacent to this county.

☐ in Texas.

☐ Other: _____.

- ☒ No geographic limitation is placed on the child's primary home. The party who has the right to decide where the child's primary home is located is:

Jane Doe

(*Print name of party who will choose child's primary home*)

OR

- ☐ **Separate Conservators** of the child.

The Sole Managing Conservator is (*name*): _____.

The Sole Managing Conservator has the right to decide where the child's primary home is located.

AND

- ☐ A geographic limitation is placed on the location of the child's primary home. The child's primary home will be located:

☐ in this county or in counties adjacent to this county.

☐ in Texas.

☐ Other: _____.

- ☐ No geographic limitation is placed on the child's primary home.

The Possessory Conservator is (*name*): _____.

2. It is further ordered that:

Each party must update the other parties about the child's health, education, and well-being.

Each party has additional rights and duties, which are set out in Exhibit: *Rights and Duties Order*, Exhibit: *Possession and Access (Visitation) Order*, Exhibit: *Child Support Order*, Exhibit: *Medical Support Order*.

**Exhibit: Conservatorship (Custody),
Rights and Duties Order**

The Court makes the following orders:

1. Conservatorship (Custody) and Primary Home

The Court ORDERS that the parties in this case are (*check one*):

☐

Joint Managing Conservators, One Party Chooses Child's Primary Home, Geographic Limit on Child's Primary Home: Both parties share legal custody. One party decides where the child's primary home is located. There is a geographic limit on the location of the child's primary home. The party who has the exclusive right to decide where the child's primary home is located is:

(*Print the name of the parent who has the exclusive right to decide where the child's home is located.*)

There is a geographic limit on the location of the child's primary residence. The child's primary home will be located: (*Check one*)

☐ in this county.

☐ in this county or in counties adjacent to this county.

☐ in Texas.

☐ other _____.

OR

☒

Joint Managing Conservators, One Party Chooses Child's Primary Home, No Geographic Limit on Child's Primary Home: Both parties share legal custody. One party decides where the child's primary home is located. There is no geographic limit on the location of the child's primary home. The party who has the exclusive right to decide where the child's primary home is located is:

Jane Doe

(*Print the name of the parent who has the exclusive right to decide where the child's home is located.*)

OR

☐

Separate Conservators, One Party Chooses Child's Primary Home, No Geographic Limit on Child's Primary Home: One party decides where the child's primary home is located and makes the major decisions about the child's health, education, and welfare. There is no geographic limit on the location of the child's primary home.

The **Sole Managing Conservator** is (*name*): _____.

The Sole Managing Conservator has the exclusive right to decide where the child's primary home is located.

The **Possessory Conservator** is (*name*): _____.

OR

☐

THIS OPTION CAN BE SELECTED ONLY IF THE PARTIES AGREE TO IT.

Joint Managing Conservators, No Party Chooses Child's Primary Home, Geographic Limit on Child's Primary Home: Both parties sharing legal custody. Neither party has the right to decide where the child's primary home is located. There is a geographic limit on the location of the child's primary home. BY AGREEMENT, the child's primary home will be located: (*Check one*)

☐ in the school district of _____.

☐ in this county.

☐ in this county or in counties adjacent to this county.

☐ in Texas.

☐ Other _____.

2. Rights and Duties At All Times

The Court ORDERS that both parents *always* have the following rights:
(Texas Family Code, Section 153.073)

1. To receive information from the other parent or conservator about the child/ren's health, education, and welfare.
2. To talk or confer with the other parent, to the extent it is possible, about upcoming decisions concerning the child/ren's health, education, and welfare.
3. To have access to the child/ren's medical, dental, psychological, and educational records.
4. To talk or consult with the child/ren's doctors, dentists, and psychologists.
5. To talk or consult with school officials, including teachers, and school staff, about the child/ren's welfare and educational status and school activities.
6. To attend the child/ren's school activities.
7. To be designated as an emergency contact on their child/ren's records.
8. To give consent for emergency medical, dental, and surgical treatment if the child/ren's health or safety is in immediate danger.
9. Each parent has the right to manage the child/ren's estate(s) if he or she created it for the child/ren or if that parent's family created it for the child/ren.

The Court ORDERS that both parents *always* have the following duties:
(Texas Family Code, Section 153.076)

1. To inform the other parent or conservator, in a timely manner, about significant information concerning the child/ren's health, education and welfare.
2. Each parent has a duty to inform the other parent or conservator if the parent:
 - resides with for at least 30 days,
 - marries, or
 - intends to marrya person who the parent knows is a registered sex offender under Chapter 62 of the Texas Code of Criminal Procedure, or who is currently charged with an offense that would require the person to register as a sex offender under that chapter, if convicted.

The parent IS ORDERED to give this notice as soon as practicable, but no later than the 40th day after the date the parent or conservator begins to reside with the person, or within 10 days of marrying the person.

The notice must include a description of the offense that required the person to register as a sex offender or the offense that the person is charged with that may require the person to register as a sex offender.

3. Rights and Duties During Periods of Possession

The Court ORDERS that both parents have the following rights and duties *when the child/ren are with them*:
(Texas Family Code, Section 153.074)

1. To care for, control, protect, and reasonably discipline the child/ren.
2. To support the children, providing them with food, clothing, and shelter, and medical and dental care that does not involve an invasive procedure.
3. To consent to non-invasive medical and dental care for the child/ren.
4. To direct the child/ren's moral and religious training.

4. Other Rights and Duties

The Court ORDERS the parties shall share the following rights and duties as marked below:
(Texas Family Code, Section 153.132)

	Mom alone	Dad alone	Mom and Dad together	Either Mom or Dad	Other person*
1. Consent to invasive medical, dental, and surgical treatment for the child/ren	☐	☐	☒	☐	☐
2. Consent to psychiatric or psychological treatment for the child/ren	☐	☐	☒	☐	☐
3. Right to receive and give receipt for child support payments, and to hold or disburse these funds for the child/ren's benefit	☐	☐	No	No	☐
4. Represent the child/ren in a legal action and make important legal decisions that affect the child/ren	☐	☐	☒	☐	☐
5. Consent to a child's marriage, or to a child enlisting in the U.S. Armed Forces	☐	☐	☒	☐	☐
6. Make decisions concerning the child/ren's education	☐	☐	☒	☐	☐
7. Manage or control the earnings or services of a child who works	☐	☐	☒	☐	☐
8. Make decisions for the child/ren about their estates if required by law (unless the child/ren have a guardian ad litem or guardian of the estate)	☐	☐	☒	☐	☐
9. Manage the child/ren's estates if any were created by the parents' community or joint property.	☐	☐	☒	☐	☐

*If you checked "Other person," explain below:

Name of other person: _____.

Relationship to child/ren: _____.

If your case has a Child Support or Spousal Support Order, fill out this form.

In the Matter of the Marriage of:

Jane Doe

and

John Doe

§ Fill out below exactly as it appears on your Petition.

§ Cause No:

§ In the (check one): ☒ District ☐ County Court of:

§ Erath County, Texas

AND/OR

In the interest of (List children under 18):

1 Name: Susan Doe

2 Name: Harry Doe

3 Name:

4 Name:

5 Name:

6 Name:

This Order is (check one):

☒ New ☐ Updated

ORDER TO EMPLOYER TO WITHHOLD SUPPORT

1. EMPLOYEE

The Court orders you, the Employer, to withhold income from the paycheck of (name of **Employee, person paying child support**):

John Doe

First Name

Middle Name

Last Name

Social Security No.

321 Elm Street, Dublin, TX 76446

Street address

City

State

Zip

2. RECIPIENT

The State will send the income you withhold to (name of **person receiving child support**):

Jane Doe

First Name

Middle Name

Last Name

123 Main Street, Dublin, TX 91203

Street address

City

State

Zip

3. PAYMENT INFORMATION

You must withhold the amount on page 2 of this form starting next pay period. Mail the amount withheld to:

Texas State Disbursement Unit, P.O. Box 659791, San Antonio, TX 78265-9791

Also include:

- Employee's name and SSN (above)
- Court case number (see the top right corner of this page)
- Amount withheld and the first and last date of the pay period
- Name of recipient (above)

4. AMOUNT TO WITHHOLD

The employee is ordered to pay the following amounts:

\$750.00 /month child support \$_____/month medical support
\$_____/month spousal support \$_____/month arrearage

MONTHLY TOTAL = \$750.00

The Court ORDERS you to withhold the following amounts from the employee's earnings:

\$ 750.00 _____ if paid monthly
\$ 375.00 _____ if paid twice monthly (= *monthly amount* ÷ 2)
\$ 346.15 _____ if paid every other week (= *monthly amount* x 12, ÷ 26)
\$ 173.08 _____ if paid weekly (= *monthly amount* x 12, ÷ 52)

When **one** child under this order no longer requires child support, you are ordered to withhold the following amounts from the employee's earnings:

\$ 375.00 _____ if paid monthly \$ 187.50 _____ if paid twice monthly
\$ 173.08 _____ if paid every other week \$ 86.54 _____ if paid weekly

When **two** children under this order no longer require child support, you are ordered to withhold the following amounts from the employee's earnings:

\$0.00 _____ if paid monthly \$0.00 _____ if paid twice monthly
\$0.00 _____ if paid every other week \$0.00 _____ if paid weekly

When **three** children under this order no longer require child support, you are ordered to withhold the following amounts from the employee's earnings:

\$0.00 _____ if paid monthly \$0.00 _____ if paid twice monthly
\$0.00 _____ if paid every other week \$0.00 _____ if paid weekly

When **four** children under this order no longer require child support, you are ordered to withhold the following amounts from the employee's earnings:

\$0.00 _____ if paid monthly \$0.00 _____ if paid twice monthly
\$0.00 _____ if paid every other week \$0.00 _____ if paid weekly

When **five** children under this order no longer require child support, you are ordered to withhold the following amounts from the employee's earnings:

\$0.00 _____ if paid monthly \$0.00 _____ if paid twice monthly
\$0.00 _____ if paid every other week \$0.00 _____ if paid weekly

Date of Judgment

Judge's signature

— Information for Employer —

Do I have to withhold money from the employee's paycheck?

Yes. This is a Court Order. You **must** obey the instructions on page 1 of this form. It is against the law to discriminate against an employee because of an Order to Withhold Child Support.

Warning! If you discriminate against an employee because of a Withholding Order, you can be fined.

How long do I have to withhold?

You must withhold earnings until:

- The child turns 18 and you receive a notice[®] of the child's graduation or completion of attendance requirements, **or**
- The child marries, dies, or is emancipated by court order, **or**
- The child's parents marry each other and live with the child, **or**
- The court changes this Order.

What if one of the children no longer needs support?

You may reduce withholding when one of the children no longer needs support. See the withholding schedule on page 2.

What if the employee stops working for me?

You must notify the Court *and* the Recipient within 7 days of the employee's last day of work.

You must also give the court this information:

- Employee's name and case #
- Employee's last known address
- Date of Employee's last day of work
- Name and address of the new employer (if you know it).

What if there is more than one Order to withhold for this employee?

You must give priority to this Order. But, you may also withhold for other orders *if* the total withholding is not more than 50% of the employee's net income.

Caution: You must make a separate withholding payment for each Order.

What if the support amount is more than 50% of this employee's income?

You cannot withhold more than 50% of the employee's net income. The law says you must do your best to honor all Notices and Orders you receive.

If you have questions, contact your local Child Support Office. Their phone number, email and address are listed at:

www.oag.state.tx.us/agency/contacts.shtml

Can I withhold a lower amount of monthly support than the Order says?

Sometimes. If the monthly support ordered is **more than 50%** of the employee's net monthly income, only withhold 50% of the net monthly income.

Can I submit the withheld amount online?

Yes. The State of Texas has an easy way for employers to make withholding payments online. This site can also answer many of your questions.

<https://portal.cs.oag.state.tx.us/wps/portal/EmployerHome>

What is included in employee earnings?

Employee earnings include wages, salary, subcontractor pay, overtime pay, commission, bonus, pension payment, disability, retirement income, and any other income from this job.

Where can I learn more about child support laws?

To read the child support laws, look for Texas Family Code, Chapter 158 (C) on the Internet.

What if I have questions?

Contact the State Child Enforcement Agency online:

www.oag.state.tx.us/agency/contacts.shtml.

Warning: This form waives all of your legal rights in this case.

DO NOT sign it if you want to know what will be ordered in your case. You can waive service of process, but keep your legal rights by filing an *Answer*, instead. You can find an *Answer* form in the family law section of www.TexasLawhelp.org.

(Print court information exactly as it appears on your Petition)

IN THE MATTER OF THE MARRIAGE OF

Jane Doe

Petitioner (Print first, middle and last name of the spouse filing for divorce.)

and

John Doe

Respondent (Print first, middle, and last name of other spouse.)

Cause No:

In the (check one):

☒ District Court ☐ County Court of:
court number

Erath County, Texas

Names of the children of this marriage who are under 18:

- | | | |
|---------------------|---------------------|----------|
| 1. <u>Susan Doe</u> | 2. <u>Harry Doe</u> | 3. _____ |
| 4. _____ | 5. _____ | 6. _____ |

Waiver of Service

Instructions to Petitioner:

Give your spouse the following documents and ask him/her to follow the *Instructions to Respondent*:

- A copy of your *Petition for Divorce* that has already been filed in the clerk's office and shows the official court stamp.
- A blank copy of this form.
- After your spouse signs and notarizes the Waiver, file it in the clerk's office. Keep a copy for your records.

Instructions to Respondent:

- Read the Warning at the top of this form. Talk to a lawyer if you don't understand it.
- If you decide you want to continue, fill out this form. – *Do not sign until you are in front of the notary!*
- Take this form and a **filed** copy of the *Petition for Divorce* to a notary. (The filed copy has an official court stamp and date in the upper left corner.)
- Sign the form in front of the notary, and give it to your spouse. Your spouse will file it in the clerk's office.
- If you feel uncomfortable signing this form, don't sign it. Consider filing an *Answer* instead. Talk to a lawyer about your rights in a divorce.

Respondent's Personal Information

1. My name is: John Doe
First Middle Last

2. My home address is: 321 Elm Street Dublin TX 76446
street address city state zip

3. **Name Change** (Check only one.):

☒ I am NOT asking the court to change my name.

☐ I ask the Court to change my name back to the name I had before my marriage (list below):

First Middle Last

Warning: This form waives all of your legal rights in this case.

DO NOT sign it if you want to know what will be ordered in your case. You can waive service of process, but keep your legal rights by filing an *Answer*, instead. You can find an *Answer* form in the family law section of www.TexasLawhelp.org.

4. Global Waiver

I agree that the court can make decisions in this case without further notice to me.

5. The Respondent swears under oath:

"My spouse gave me this form and a filed copy of the *Petition for Divorce* with the same cause number as the cause number on this form. I have read the *Petition for Divorce* and understand what it says.

"I do not want a peace officer or process server to give me another copy of the *Petition for Divorce*. I waive my right to the issuance and service of citation in this case.

"I understand that by signing this form I am entering an appearance, and it is a substitute for going to Court and telling the Court my side of the case. I do not want testimony in this divorce recorded. And, I agree that a Judge, Associate Judge, or appointed Referee of the Court may make decisions about my divorce, even if the divorce should have been filed in another county or state.

"I give up all rights, privileges, and exemptions I may have under the Soldier's and Sailor's Civil Relief Act, including having a lawyer appointed to represent me in this case."

"I agree that the court can make decisions in this case without further notice to me."



(Respondent signs here in front of a notary.)

Notary fills out below

State of Texas, County of _____
(Print the name of county where this statement is notarized.)

Sworn to and subscribed before me, the undersigned authority, on this date: _____

By (Print Notary's name): _____, Notary Public, State of Texas

(Notary's seal here)



Notary's signature

(Print court information exactly as it appears on your Petition)

IN THE MATTER OF THE MARRIAGE OF

Jane Doe

Petitioner (Print first, middle and last name of the spouse filing for divorce.)

and

John Doe

Respondent (Print first, middle and last name of other spouse.)

Cause No:

In the (check one):

☒ District Court ☐ County Court of:
court number

Erath County, Texas

Names of the children of this marriage who are under 18:

- | | | |
|--------------|--------------|----------|
| 1. Susan Doe | 2. Harry Doe | 3. _____ |
| 4. _____ | 5. _____ | 6. _____ |

Final Decree of Divorce

A hearing took place today, and the following people were present. There was no jury as neither the husband nor wife asked for one.

I. APPEARANCES

Petitioner

The Petitioner's name is: Jane Doe
First Middle Last

The Petitioner represented him/herself and is the (check one): ☐ Husband. ☒ Wife.

(Check one box.)

- ☒ The Petitioner **was present**, representing him/herself, and has agreed to the terms of this Decree of Divorce.
- ☐ The Petitioner **was not present** but has signed below, agreeing to the terms of this Decree.

Respondent

The Respondent's name is: John Doe
First Middle Last

The Respondent is the (check one): ☒ Husband ☐ Wife.

(Check one box.)

- ☐ The Respondent **was present**, representing him/herself, and agrees to the terms in this Decree.
- ☒ The Respondent **was not present** but was served, filed an Answer, or signed a *Waiver of Citation*, and: (Check all that apply.)
- ☒ has signed below, agreeing to the terms in this Decree.
- ☒ agreed in the Waiver that the judge can finalize the divorce, without giving the Respondent notice of this hearing.
- ☐ has defaulted. The Petitioner has filed a *Certificate of Last Known Address* and an *Affidavit of Non-Military Status*. The Petitioner has also arranged for a court reporter to record the hearing.

II. RECORD

A Court reporter: (Check one box.)

- ☐ did not record today's hearing because the Husband, Wife, and judge agreed not to make a record.
- ☐ recorded today's hearing.

III. JURISDICTION (Check one box.)

The Court received evidence and finds that it has jurisdiction over this case and the parties, that the residency and notice requirements have been met, the Petitioner's petition meets all legal requirements, and

☒ that the Petitioner's *Petition* was filed more than 60 days ago.

☐ the Court finds that the Petitioner has an active Protective Order under Title 4 of the Texas Family Code, or an active magistrate's order for emergency protection under Article 17.192 of the Texas Code of Criminal Procedure against the Respondent because the Respondent committed family violence during the marriage.

☐ the Respondent has a final conviction or has received deferred adjudication for committing family violence against the Petitioner or a member of Petitioner's household.

IV. CHILDREN

The Court finds that the Husband and Wife are the parents of the children listed below, and that there are no other children of this marriage expected or entitled to receive support.

1. Children of the Marriage

(List all natural and adopted children of this marriage who are under 18. If you have an adult disabled child, talk to a lawyer to see if child support is appropriate in your case.)

	Child's name	Date of Birth	Place of Birth	State where child lives now
a.	Susan Doe	September 7, 1999		Texas
b.	Harry Doe	September 29, 2003		Texas
c.				
d.				
e.				
f.				

(If more than 6 children, list them on another sheet and write Attachment A at the top. Attach it to this form.)

If the wife had children with someone else while she was married to the husband, complete section 2.

2. Children born during the marriage, but the husband is not the father.

The Court finds that the children listed below were born during the marriage, but are not the husband's biological children. There is no legal relationship between these children and the husband.

	Child's name	Age	Date of Birth	Sex
a.				
b.				
c.				
d.				
e.				
f.				

3. Pregnancy (Check one box.)

- ☒ The Court finds that Wife is not pregnant.
☐ The Court finds that Wife is pregnant, but Husband is not the biological father of the unborn child. There is no legal relationship between Husband and the unborn child.

Warning: in many Texas counties, the court will not allow you to complete your divorce if the wife is pregnant, even if she is pregnant by someone who is not the husband.

V. DIVORCE

IT IS ORDERED that the Petitioner and the Respondent are divorced.

VI. PARENTING PLAN

The Court FINDS that the attached orders found in the Parenting Plan Exhibits are in the best interest of the children, and makes the following orders regarding custody, visitation, child support, and health insurance, as included in this section and the attached Parenting Plan Exhibits.

You must include a Parenting Plan with this Decree of Divorce, as required by *Texas Family Code, Section 153.603*.

Complete and attach the following Children's Exhibits to this Decree of Divorce.

Parenting Plan Exhibits— The following Exhibits are attached to this Decree of Divorce and are made a part of this Decree for all purposes.

- ☒ Exhibit: Conservatorship (Custody) Order
☒ Exhibit: Rights and Duties Order
☒ Exhibit: Possession and Access (Visitation) Order
☒ Exhibit: Child Support Order
☒ Exhibit: Medical Support Order
☒ Exhibit: Family Information

Duty to Provide Information *Texas Family Code, Section 153.076.*

1. **Health, Education and Welfare** – Each parent IS ORDERED to notify the other parent, in a timely manner, of all significant information about the child's health, education and welfare.
2. **Sex Offenders** – If you plan to live with or marry anyone who has been convicted of or charged with a sex offense as described in the Texas Code of Criminal Procedures, Chapter 62, you must notify the other parent within 10 days of living with that person, or if you are not married, within 40 days of living with that person. Your notice must also include a description of the sex offense charged. ***It is a misdemeanor to disobey this order.***

Alternative Dispute Resolution and Parenting Coordinators

If the parents have a dispute that does not affect their child's health or safety, they may use mediation, or other alternative resolution methods, to try to solve the problem before going to court. They may also hire a Parenting Coordinator, an impartial third party, to assist them in resolving parenting issues.

Warning! You must obey **all** orders, even if the other parent disobeys a court order. *If you disobey an order, you can be sent to jail, fined, and have to pay attorneys fees and court costs.*

VII. PROPERTY AND DEBTS

[NOTE: Texas is a community property state. This means that any new property or debt that either party obtains, from the minute they are married until the minute the judge grants the divorce, is community property, even if the property or debt is only in one spouse's name. All community property and debt should be included in the Decree of Divorce.

There are only a few exceptions to the law of community property. If either party receives a gift, an inheritance, or money from a lawsuit that does not compensate for lost wages, it is separate property. It is a good idea to confirm separate property obtained during the marriage as that individual's separate property in the Decree of Divorce.

More information about community and separate property can be found in the Texas Family Code, chapters 3, 4, and 5.]

The Court makes the following orders regarding the parties' community and separate property:

Husband's Property

Separate Property

The Court confirms that Husband owns the following property as his separate property:

Any and all personal property, tangible and intangible, in his possession

(List property Husband owned before marriage, or received as a gift or inheritance during marriage, or was awarded as money damages for pain and suffering.)

Community Property

The Court ORDERS that Husband is awarded the following Community Property, and Wife is divested of any interest, title, or claim she may have to the property listed below.

Wife IS ORDERED to sign any deeds or documents needed to transfer any property listed below to the Husband. Husband is responsible for preparing the documents.

1. All property in Husband's care, custody or control, or in Husband's name, that this Order does not give to the Wife.
2. House or land located at: 123 Main Street, Dublin TX 91203

Legal Description: _____

3. Other real property located at:

Street Address City State Zip

Legal Description: _____

(Check ALL that apply.)

4. ☒ All of the Husband's employment benefits, including retirement, pension, profit-sharing, and stock option plans that are in his name alone, along with all individual retirement accounts, such as IRA's that are in his name alone.
5. ☒ All cash and money in any bank or other financial institution listed in Husband's name ALONE.
6. ☒ Any insurance policy that covers the Husband's life.
7. ☐ The Husband's cars, trucks, motorcycles or other vehicles listed below

Year	Make	Model	Vehicle Identification No. [VIN]
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

8. ☐ The Husband will also keep the property listed below: _____

Any and all personal property, tangible and intangible, in his possession

9. ☐ The Wife will give Husband the following property when he asks for it: _____

Husband's Debts (check all that apply)

The Husband shall pay the debts listed below:

1. ☒ All taxes, bills, liens, and other charges, present and future, for all personal and real property that are in the Husband's name alone or that this Order gives to the Husband alone, unless this Order requires otherwise.
2. ☒ Any debt Husband incurred after separation. *Date of separation:* April 4, 2014
Month Day Year
3. ☒ The balance due on any loan or mortgage for the real property that this Order gives to the Husband alone.
4. ☐ The balance due on any loan for any vehicles that this Order gives to the Husband alone.
5. ☒ All other debts listed below, which are not in Husband's name alone, such as credit cards, student loans, medical bills, income taxes: _____

Any and all debts held in his name alone

Wife's Property

Separate Property

The Court confirms that Wife owns the following property as her separate property: _____

Any and all personal property, tangible and intangible, in her possession

(List property Wife owned before marriage, or received as a gift or inheritance during marriage, or was awarded as money damages for pain and suffering.)

Community Property

The Court ORDERS that Wife is awarded the following Community Property, and Husband is divested of any interest, title or claim he may have to the property listed below. Husband IS ORDERED to sign any deeds or documents needed to transfer any property listed below to the Wife. Wife is responsible for preparing the documents.

1. All property in Wife's care, custody, or control, or in Wife's name, that this Order does not give to the Husband.
2. House or land located at: 123 Main Street, Dublin, TX 91203
Street Address City State Zip

Legal Description: _____

3. Other real property located at:

Street Address City State Zip

Legal Description:

(Check all that apply.)

4. ☒ All of the Wife's employment benefits, including retirement, pension, profit-sharing, and stock option plans that are in her name alone, along with all individual retirement accounts, such as IRA's that are in her name alone.
5. ☒ All of the Wife's cash and money in any bank or other financial institution that is listed in her name ALONE.
6. ☒ Any insurance policy that covers the Wife's life.

7. ☐ The Wife's cars, trucks, motorcycles or other vehicles listed below:

Year Make Model Vehicle Identification No. [VIN]

8. ☐ The Wife will also keep the property listed below:

Any and all personal property, tangible and intangible, in her possession

9. ☐ The Husband will give Wife the following property when she asks for it:

Wife's Debts (Check all that apply.)

The Wife shall pay the debts listed below:

1. ☒ All taxes, bills, liens, and other charges, present and future, for all personal and real property that are in the Wife's name alone or that this Order gives to the Wife alone, unless this Order requires otherwise.
2. ☒ Any debt Wife incurred after separation. Date of separation: April 4, 2014
Month Day Year
3. ☒ The balance due on any loan or mortgage for the real property that this Order gives to the Wife alone.
4. ☐ The balance due on any loan for any vehicles that this Order gives to the Wife alone.
5. ☒ All other debts listed below, which are not in Wife's name alone, such as credit cards, student loans, medical bills, income taxes: _____

Any and all debts held in her name alone

VIII. NAME CHANGE

The Court changes the name of the (check one): ☐ Husband ☒ Wife back to the name used before marriage, as it appears below.

Jane Eod

First

Middle

Last

IX. COURT COSTS

The Husband will pay for his court costs; the Wife will pay for her court costs.

X. OTHER ORDERS

The court has the right to make other orders, if needed, to clarify or enforce the orders above. Any orders requested that do not appear above are denied.

Date of Judgment

Judge's signature

By signing below, the Petitioner agrees to the terms of this decree.

By signing below, the Respondent agrees to the terms of this decree.

Jane Doe

Petitioner's Name (print)

(323) 962-8600

Phone number

John Doe

Respondent's Name (print)

(323) 962-8600

Phone number

→

Petitioner's Signature

Date

→

Respondent's Signature

Date

Mailing Address: 123 Main Street

Dublin, TX 91203

Mailing Address: 321 Elm Street

Dublin, TX 76446

Cause No. _____

IN THE MARRIAGE OF:

Jane Doe, Petitioner

AND

IN THE DISTRICT COURT
OF ERATH COUNTY
_____ JUDICIAL DISTRICT

John Doe, Respondent

AND IN THE INTEREST OF:

Susan Doe and Harry Doe, the minor children of the parties.

MOTION FOR ORDER SETTING HEARING

NOW COMES Jane Doe, Petitioner, and moves this Honorable Court for an order setting the above-captioned matter for a final uncontested divorce hearing. As grounds for this motion, Petitioner says:

1. That sixty days have passed from the filing of the Petition for Divorce.
2. That Respondent has filed a Waiver of Service and has agreed that said cause may be taken up and considered by the Court at any time without further notice to Respondent within said Waiver.
3. That no contested issues exist.

WHEREFORE, your Petitioner prays:

A. That an order be issued scheduling this matter for a final uncontested divorce hearing on the court's first available docket.

Respectfully submitted:

Date: _____

Jane Doe, Petitioner, Pro Se
123 Main Street
Dublin, TX 91203
(323) 962-8600

CERTIFICATE OF MAILING

I, Jane Doe, certify that a copy of the foregoing Motion has been forwarded on this date, by US Mail postage prepaid, to the Respondent, John Doe, at his address of record.

Date:

Jane Doe

legalzoom®
SAMPLE

Cause No. _____

IN THE MARRIAGE OF:

Jane Doe, Petitioner

AND

IN THE DISTRICT COURT
OF ERATH COUNTY
_____ JUDICIAL DISTRICT

John Doe, Respondent

AND IN THE INTEREST OF:

Susan Doe and Harry Doe, the minor children of the parties.

ORDER SETTING FINAL HEARING

The Motion for Order Setting Hearing is granted and a hearing is scheduled for
_____, 20____ at _____ AM/PM.

Signed and entered this _____ day of _____, 20____.

Judge presiding in the
Family District Court, Erath County
State of Texas

CERTIFICATE OF MAILING

I, Jane Doe, certify that a copy of the foregoing Order has been forwarded on this date, by mail, postage prepaid, to the Respondent, John Doe, at his address of record.

Date:

Jane Doe

TEXAS PROVE-UP

When you appear before the judge, you will read the following.

1. Your honor, my name is Jane Doe. I filed this suit for divorce from my spouse John Doe;
2. At the time I filed this divorce, I had lived in Texas for at least the last six (6) months, and in Erath County for at least ninety (90) days;
3. My spouse and I ceased to live together as husband and wife on or about April 4, 2014;
4. My marriage to John Doe has become unworkable because of differences and misunderstandings between us. There is no reasonable chance that we will get back together;
5. I am requesting that the community property and debts be divided as set forth in the Decree of Divorce. I believe this division is fair to both of us, and to our children;
6. We have two (2) children of this marriage who are under 18 years old. We are not expecting any other children of the marriage;
7. I am requesting that conservatorship and child support be ordered as set forth in the Decree of Divorce. I believe that these orders would be in the best interest of our child(ren).
8. I am requesting a name change to the name that was used before we were married: Jane Eod;
9. I would respectfully request that the court grant my divorce and approve all the agreements that my spouse and I have entered into.

THAT'S ALL I HAVE, YOUR HONOR.

**INFORMATION ON SUIT AFFECTING THE FAMILY RELATIONSHIP
(EXCLUDING ADOPTIONS)**

SECTION 1 GENERAL INFORMATION (REQUIRED)

STATE FILE NUMBER _____

1a. COUNTY **ERATH** 1b. COURT NO. _____
 1d. CAUSE NO. _____ 1e. DATE OF ORDER (mm/dd/yyyy) _____

2. HAS THERE BEEN A FINDING BY THE COURT OF: ☐ DOMESTIC ABUSE? ☐ CHILD ABUSE?

3. TYPE OF ORDER (CHECK ALL THAT APPLY):

- ☒ DIVORCE/ANNULMENT WITH CHILDREN (Sec 1, 2, 3, 4) ☐ DIVORCE/ANNULMENT WITHOUT CHILDREN (Sec 1, 2)
☐ PATERNITY WITH CHILD SUPPORT (Sec 1, 2, 3, 4, 5) ☐ PATERNITY WITHOUT CHILD SUPPORT (Sec 1, 3, 5)
☐ CHILD SUPPORT OBLIGATION/MODIFICATION (Sec 1, 3, 4) ☐ TERMINATION OF RIGHTS (Sec 1, 3, 6)
☐ CONSERVATORSHIP (Sec 1, 3) ☐ OTHER (Specify) _____
☐ TRANSFER TO (Sec 1, 3) COUNTY _____ COURT NO. _____ STATE COURT ID # _____

4a. NAME OF ATTORNEY FOR PETITIONER In pro per		4b. ATTORNEY GENERAL ACCT/CASE # _____	
4c. CURRENT MAILING ADDRESS: STREET NAME & NUMBER	CITY	STATE	ZIP

SECTION 2 (IF APPLICABLE) REPORT OF DIVORCE OR ANNULMENT OF MARRIAGE

HUSBAND	5. FIRST NAME MIDDLE LAST SUFFIX John Doe		6. DATE OF BIRTH November 3, 1973	
	7. PLACE OF BIRTH CITY STATE OR FOREIGN COUNTRY Hanford California		8. RACE White	
	10. USUAL RESIDENCE STREET NAME & NUMBER CITY 321 Elm Street Dublin		9. SOCIAL SECURITY NUMBER TX 91203	
WIFE	11. FIRST NAME MIDDLE LAST MAIDEN Jane Doe Eod		12. DATE OF BIRTH December 30, 1976	
	13. PLACE OF BIRTH CITY STATE OR FOREIGN COUNTRY Idabell Oklahoma		14. RACE White	
	16. USUAL RESIDENCE STREET NAME & NUMBER CITY 123 Main Street Dublin		15. SOCIAL SECURITY NUMBER TX 91203	
17. NUMBER OF MINOR CHILDREN 2		18. DATE OF MARRIAGE (mm/dd/yyyy) 03/13/1999	19. PLACE OF MARRIAGE CITY STATE Dublin, Texas	
20. PETITIONER IS ☐ HUSBAND ☒ WIFE				

SECTION 3 (IF APPLICABLE) CHILDREN AFFECTED BY THIS SUIT

CHILD 1	21a. FIRST NAME MIDDLE LAST SUFFIX Susan Doe		21b. DATE OF BIRTH September 7, 1999	
	21c. SOCIAL SECURITY NUMBER 21d. SEX Female		21e. BIRTHPLACE CITY COUNTY STATE Dallas Vermont	
	21f. PRIOR NAME OF CHILD FIRST MIDDLE LAST SUFFIX		21g. NEW NAME OF CHILD FIRST MIDDLE LAST SUFFIX	
CHILD 2	22a. FIRST NAME MIDDLE LAST SUFFIX Harry Doe		22b. DATE OF BIRTH September 29, 2003	
	22c. SOCIAL SECURITY NUMBER 22d. SEX Male		22e. BIRTHPLACE CITY COUNTY STATE Dallas Texas	
	22f. PRIOR NAME OF CHILD FIRST MIDDLE LAST SUFFIX		22g. NEW NAME OF CHILD FIRST MIDDLE LAST SUFFIX	
CHILD 3	23a. FIRST NAME MIDDLE LAST SUFFIX		23b. DATE OF BIRTH	
	23c. SOCIAL SECURITY NUMBER 23d. SEX		23e. BIRTHPLACE CITY COUNTY STATE	
	23f. PRIOR NAME OF CHILD FIRST MIDDLE LAST SUFFIX		23g. NEW NAME OF CHILD FIRST MIDDLE LAST SUFFIX	
CHILD 4	24a. FIRST NAME MIDDLE LAST SUFFIX		24b. DATE OF BIRTH	
	24c. SOCIAL SECURITY NUMBER 24d. SEX		24e. BIRTHPLACE CITY COUNTY STATE	
	24f. PRIOR NAME OF CHILD FIRST MIDDLE LAST SUFFIX		24g. NEW NAME OF CHILD FIRST MIDDLE LAST SUFFIX	

SECTION 4 (IF APPLICABLE) OBLIGEE/OBLIGOR INFORMATION

OBLIGEE	THIS PARTY TO THE SUIT IS (CHECK ONE)				☐ 25a. TDPRS	☐ 25b. NON-PARENT CONSERVATOR – COMPLETE 26 – 32
	☐ 25c. HUSBAND AS SHOWN ON FRONT OF THIS FORM - COMPLETE 31 - 32 ONLY				☒ 25d. WIFE AS SHOWN ON FRONT OF THIS FORM – COMPLETE 31 – 32 ONLY	
	☐ 25e. BIOLOGICAL FATHER – COMPLETE 26 – 32				☒ 25f. BIOLOGICAL MOTHER – COMPLETE 26 – 32	
	26. FIRST NAME Jane		MIDDLE 	LAST Doe	SUFFIX 	MAIDEN Eod
	27. DATE OF BIRTH (mm/dd/yyyy) 12/30/1976		28. PLACE OF BIRTH CITY Idabell		STATE OR FOREIGN COUNTRY OK	
OBLIGOR # 1	29. USUAL RESIDENCE 123 Main Street		STREET NAME & NUMBER 		CITY Dublin	STATE TX
	30. SOCIAL SECURITY NUMBER 		31. DRIVER LICENSE NO & STATE 55555555 TX		32. TELEPHONE NUMBER (323) 962-8600	
	THIS PARTY TO THE SUIT IS (CHECK ONE)				☐ 33b. NON-PARENT CONSERVATOR – COMPLETE 34 – 43	
	☒ 33c. HUSBAND AS SHOWN ON FRONT OF THIS FORM - COMPLETE 39 – 43 ONLY				☐ 33d. WIFE AS SHOWN ON FRONT OF THIS FORM – COMPLETE 39 – 43 ONLY	
	☒ 33e. BIOLOGICAL FATHER – COMPLETE 34 – 43				☐ 33f. BIOLOGICAL FATHER – COMPLETE 34 – 43	
	34. FIRST NAME John		MIDDLE 	LAST Doe	SUFFIX 	MAIDEN
	35. DATE OF BIRTH (mm/dd/yyyy) 11/03/1973		36. PLACE OF BIRTH CITY Hanford		STATE OR FOREIGN COUNTRY CA	
OBLIGOR # 2	37. USUAL RESIDENCE 321 Elm Street		STREET NAME & NUMBER 		CITY Dublin	STATE TX
	38. SOCIAL SECURITY NUMBER 		39. DRIVER LICENSE NO & STATE 55555555 TX		40. TELEPHONE NUMBER (323) 962-8600	
	41. EMPLOYER NAME ABC County Sheriff Department				42. EMPLOYER TELEPHONE NUMBER (323) 962-8600	
	43. EMPLOYER PAYROLL ADDRESS 		STREET NAME & NUMBER 		CITY Stephenville	STATE TX
	44. SOCIAL SECURITY NUMBER 		45. DRIVER LICENSE NO & STATE 		46. TELEPHONE NUMBER 	
	THIS PARTY TO THE SUIT IS (CHECK ONE)				☐ 44b. NON-PARENT CONSERVATOR – COMPLETE 34 – 43	
	☐ 44c. HUSBAND AS SHOWN ON FRONT OF THIS FORM - COMPLETE 39 – 43 ONLY				☐ 44d. WIFE AS SHOWN ON FRONT OF THIS FORM – COMPLETE 39 – 43 ONLY	
☐ 44e. BIOLOGICAL FATHER – COMPLETE 34 – 43				☐ 44f. BIOLOGICAL FATHER – COMPLETE 34 – 43		
45. FIRST NAME 		MIDDLE 	LAST 	SUFFIX 	MAIDEN 	
46. DATE OF BIRTH (mm/dd/yyyy) 		47. PLACE OF BIRTH CITY 		STATE OR FOREIGN COUNTRY 		
48. USUAL RESIDENCE 		STREET NAME & NUMBER 		CITY 	STATE 	ZIP
49. SOCIAL SECURITY NUMBER 		50. DRIVER LICENSE NO & STATE 		51. TELEPHONE NUMBER 		
52. EMPLOYER NAME 				53. EMPLOYER TELEPHONE NUMBER 		
54. EMPLOYER PAYROLL ADDRESS 		STREET NAME & NUMBER 		CITY 	STATE 	ZIP

SECTION 5 (IF APPLICABLE) FOR ORDERS CONCERNING PATERNITY ESTABLISHMENT OF BIOLOGICAL FATHER

55. BIOLOGICAL FATHER'S NAME 		MIDDLE 	LAST 	SUFFIX 	56. DATE OF BIRTH 	
57. SOCIAL SECURITY NUMBER 		58. CURRENT MAILING ADDRESS 		STREET NAME & NUMBER 	CITY 	STATE
59. DOES THIS ORDER REMOVE INFORMATION PERTAINING TO A FATHER FROM A CHILD'S CERTIFICATE OF BIRTH?		☐ NO ☐ YES				

SECTION 6 TERMINATION OF RIGHTS – Information related to the individual(s) whose rights are being terminated in this suit.

60a. FIRST NAME 		MIDDLE 	LAST 	SUFFIX 	60b. RELATIONSHIP 	
61a. FIRST NAME 		MIDDLE 	LAST 	SUFFIX 	61b. RELATIONSHIP 	
62a. FIRST NAME 		MIDDLE 	LAST 	SUFFIX 	62b. RELATIONSHIP 	

Comments:

I certify that the above order was granted on the date and place as stated.

SIGNATURE OF THE CLERK OF THE COURT

These are sample documents for the State of Texas. Actual content differs by state and may vary based on your answers to the LegalZoom questionnaire.

Your answers to the LegalZoom questionnaire have not been applied to these sample documents so they are not fit for use.

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