PRE-DECREE
TEMPORARY ORDERS
With Notice

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1

To Get Pre-Decree Temporary Orders for Legal Decision-making, Parenting Time, Child Support and/or Spousal Maintenance (Support) After Notice to the other Party

Part 1: Completing and Filing the Court Papers

(Instructions and Forms Packet)

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DRT1 – **5066** - 010126

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PRE-DECREE TEMPORARY ORDERS
(with notice to other party)

CHECKLIST

You may use these forms if . . .

- ✓ You or the other party have **already filed,** or at the same time you file these papers *you **will be*** filing, a petition for:
  - Divorce, legal separation, or annulment, OR
  - to establish legal decision making (custody) and/or parenting time, OR
  - to establish paternity and legal decision making (custody) and/or parenting time, and/or child support, AND

- ✓ You are the parent of the minor child(ren) for whom you need a temporary order for legal decision making (custody), parenting time and/or support, OR

- ✓ You *are* not the minor child(ren)'s parent but you *are* listed as a Petitioner or Respondent on the petition for one of the actions listed above; AND

- ✓ If you are asking for a temporary order for legal decision making (custody), parenting time, and/or child support, the minor children have either lived in Arizona for at least 6 consecutive months before the Petition was filed, or since birth if younger than 6 months old, or a lawyer has advised you that you could still pursue the case in Arizona *at this time;* AND

- ✓ You need a temporary court order for legal decision making (custody), parenting time, and/or child support, while you wait for a final court order; OR

- ✓ You or the other party filed for Divorce, Legal Separation or Annulment, and you need a temporary court order for spousal maintenance (alimony), division of property or debt, access to community liquid assets (cash or equivalents) or for spousal maintenance *and* child custody, parenting time, and/or child support while you wait for a final court order.

- ✖ **YOU MAY *NOT* USE THESE FORMS TO REQUEST TEMPORARY SPOUSAL MAINTENANCE IF YOU ARE NOT LEGALLY MARRIED.**

READ ME: Consulting a lawyer before filing documents with the court may help prevent unexpected results. A list of lawyers you may hire to advise you on handling your own case or to perform specific tasks, as well as a list of court-approved mediators can be found on the Law Library Resource Center website.

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Pre-decree Temporary orders (with notice)

(Instructions and Forms)

This packet contains court forms and instructions to file a pre-decree temporary order with notice. Items in **bold** are forms that you will need to file at the Court. Non-bold items are instructions or procedures. Do not copy or file those pages!

Order	File Number	Title	# Pages
1	DRT1k	Checklist: You may use these forms if . . .	1
2	DRT1t	Table of Contents (this page)	2
3	DRT10i	Instructions: How to fill out the forms to request temporary orders in cases involving minor children	3
4	DRT10p	Procedures: Filing the Motion and Court Papers for Pre-Decree Temporary Orders	2
5	DRCVG12h	Parenting Plan Information	2
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8	DRT11f	**Motion for Temporary Orders**	9
IF your request involves temporary child support, spousal maintenance (alimony), or attorney's fees, you will need item 9 (and 10).			
9	DROSC13f	**Affidavit of Financial Information (copy for you)**	12
10	DROSC13f	**Affidavit of Financial Information (Blank - copy for other party)**	12
IF your request involves temporary legal decision-making concerning children, or parenting time, you will need item 11.			
11	DRCVG11f	**Parenting Plan** (Make blank copy for other party.)	11
Use the FREE Online Child Support Calculator to produce the Child Support Worksheet that must accompany this Petition. See document DRS12h (above) for more information.			
12	DRT12f	**Order to Appear Regarding Motion for Temporary Orders**	2

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Instructions: How to fill out the forms to request temporary orders in cases involving minor children

Either party can file a Motion for Temporary Orders while waiting for a final court order, provided that a Petition for Divorce, Legal Separation or Annulment, or to establish Legal Decision-making (Custody), Parenting Time, and/or Support (with or without establishment of Paternity) has already been filed by either party, or you will be filing one of those petitions at the same time you file your request for temporary orders.

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1. Fill out the court forms for temporary orders: Use black ink. Write clearly.

   Form: Motion for Temporary Orders (DRT11f):

   Fill in the information requested about you, the person filing this Motion for Temporary Orders in the upper left corner. Write in the case number if you or the other party has already filed one of the Petitions noted above. If you have not already filed a case, the Clerk of Superior Court will stamp a number on your papers when you file them. Check the boxes under Motion for Temporary Orders to indicate the type of temporary orders you are requesting. Then complete the rest of the Motion.

   - Check the boxes and fill in the information requested only in the sections that apply to what you are asking the court to order.
   - List the names and dates of birth of the minor child(ren) if any, affected by this Motion. Check the boxes that apply to what you are asking the Court to grant. If you are asking for a temporary division of property, the Judge/Commissioner can only grant exclusive use and possession of the property and usually limits this to the house and/or cars. If you are asking for a temporary division of the debt, be sure to list debt carefully.
   - If you are only asking for child support or other temporary orders regarding child related issues, and not for spousal maintenance, temporary division of property, or debt, etc., at this time, leave those sections blank and do not check any boxes related to those matters.
   - Likewise, if you are only asking for orders regarding spousal issues and are not asking for any orders regarding child Legal Decision-making (Custody), support or parenting time, you may ignore the sections relating to child support, Legal Decision-making (Custody) and parenting time/visitation matters.
   - Sign the document.

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Note: Spousal Maintenance and other spousal orders are only available in cases of Divorce, Legal Separation, or Annulment. If you are not legally married to the other party, you may want to consult an attorney to help determine your rights and responsibilities.

Form: Order to Appear Regarding Motion for Temporary Orders (DRT12f):

This is the document the Judge's staff will complete to set the hearing for the temporary orders. Complete the top part of the Order to Appear with the names of the parties, and the case number. Leave the rest blank for the Judge to fill out.

Note that some forms are required only if you are asking for temporary orders regarding minor children, and some are only required if you are asking for temporary orders regarding spousal maintenance/support.

2. If you are requesting temporary orders for child support or child legal decision-making (custody), you must fill out the: Child Support Worksheet *(*not in this packet*)* and Parenting Plan (DRCVG11f).

A. Child Support Worksheet:

You can use the free online Child Support Calculator at the website listed below to complete a child support worksheet.

ezCourtForms: (http://www.superiorcourt.maricopa.gov/ezcourtforms2/)

To complete the child support worksheet, you will need to know:

- Your monthly gross income and that of the other parent.
- The monthly cost of medical insurance for the minor children who are the subject of this action.
- Monthly childcare amounts paid to others.
- The number of days the minor child(ren) spend with the non-primary residential (custodial) parent.
- Monthly obligations of yourself and the other parent for child support or court-ordered spousal maintenance/support.

After completing the child support worksheet, print out the child support worksheet and file it with your Motion.

B. Parenting Plan

Fill out the Parenting Plan to let the Court know details about what you want for legal decision-making authority and parenting time. It is important to be specific when filling out the Parenting Plan. You may refer to the "Planning for Parenting Time: Arizona's Guide for

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Parents Living Apart" to help make your parenting plan. The Guide is available for purchase at all Superior Court Law Library Resource Center locations, or it may be viewed online and downloaded for free from the State Courts' webpage. After completing the Parenting Plan, file it with your Motion.

3. If you are requesting temporary orders for parenting time only, where Legal Decision-making (Custody) and support have already been established and your request for parenting time does not change the amount of child support, paid or received, you must fill out the: Parenting Plan (DRCVG11f).

4. If you are requesting temporary spousal maintenance or award of attorney fees only, you must fill out an: Affidavit of Financial Information (DROSC13f). (A blank copy for the other party to complete is included in this packet.)

   This document tells the court about your current financial situation. There are two Affidavit of Financial Information forms in this packet. You will need to fill out one and deliver a blank Affidavit of Financial Information form to the other party as described in the Procedures: Filing the Motion and Court Papers for Pre-decree Temporary Orders document also in this packet.

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What comes next? Refer to the next document in this packet titled Procedures: Filing the Motion and Court Papers for Pre-decree Temporary Orders.

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PROCEDURES: FILING THE MOTION AND COURT PAPERS FOR PRE-DECREE TEMPORARY ORDERS

Here are the steps to ask the court for **TEMPORARY** orders while you wait for a final court order for divorce, legal separation or annulment, and/or for child Legal Decision Making (custody), child support, and/or parenting time. This process has several steps. After you complete filling in the court papers, follow each step in order as described below:

STEP 1: MAKE COPIES OF ALL THE PAPERWORK:

Make copies of the documents to assemble the originals and copies into **4 SETS,** as described in the boxes below.

Note that some of the forms listed are *ONLY* required if you are asking for temporary orders regarding minor children, and some are only required if you are asking for orders for spousal maintenance. If a small raised number appears at the end of the name of a form (for example: *"Parenting Plan"*[2]), look at the line with the matching number below these boxes to see if you need that form.

SET ONE: ORIGINALS FOR CLERK OF COURT ***"Motion for Temporary Orders"*** Family Court Department Notices about: a) Returns/Conferences, and b) Temporary Orders Hearings ***"Affidavit of Financial Information"*** [1] (completed) ***"Parenting Plan"*** [2] ***"Parents Worksheet for Child Support"*** [3] (completed)	**SET TWO, COPIES FOR THE JUDICIAL OFFICER** ***"Motion for Temporary Orders"*** Family Court Department Notices about: a) Returns/Conferences, and b) Temporary Orders Hearings ***"Affidavit of Financial Information"*** [1](completed) ***"Parenting Plan"*** [2] ***"Parents Worksheet for Child Support"*** [3] (completed)
SET THREE: COPIES FOR OTHER PARTY ***"Motion for Temporary Orders"*** Family Court Department Notices about: a) Returns/Conferences, and b) Temporary Orders Hearings ***"Affidavit of Financial Information"*** [1] (completed) ***"Order to Appear on Temporary Orders"*** ***"Parenting Plan"*** [2] ***"Parents Worksheet for Child Support"*** [3] (completed) BLANK ***"Affidavit of Financial Information"*** [1] BLANK ***"Parents Worksheet for Child Support"*** [3]	**SET FOUR: COPIES FOR YOU** ***"Motion for Temporary Orders"*** Family Court Department Notices about: a) Returns/Conferences, and b) Temporary Orders Hearings ***"Affidavit of Financial Information"*** [1] (completed) ***"Order to Appear on Temporary Orders"*** ***"Parenting Plan"*** [2] ***"Parents Worksheet for Child Support"*** [3] (completed)

This form is ONLY required if you are requesting:

1. **temporary spousal maintenance/support and/or attorney fees.**
2. **temporary child Legal Decision Making (custody)/parenting time.**
3. **temporary child support.**

STEP 2 FILE THE PAPERS AT THE COURT

Take the original and three sets of copies **to the Clerk of the Court's Filing Counter** at any one of the Superior Court locations in Maricopa County:

Central Court Building
201 West Jefferson, 1st floor
Phoenix, Arizona 85003

Southeast Court Complex
222 East Javelina Avenue, 1st floor
Mesa, Arizona 85210

Northwest Court Complex
14264 West Tierra Buena Lane
Surprise, Arizona 85374

Northeast Court Complex
18380 North 40th Street
Phoenix, Arizona 85032

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IMPORTANT NOTE ABOUT YOUR CASE NUMBER

If the either party ***previously*** filed the ***"Petition"*** for Divorce, Legal Separation, Annulment, Child Legal Decision Making (Custody), Parenting Time, and/or Child Support, and you are now only filing a request for temporary orders, make sure you have written the same case number as stamped on the "***Petition"*** on all your documents. If you are filing the "***Petition" now,*** at the same time as these papers for temporary orders, the Clerk will stamp a *new* case number in the upper right-hand corner of all the documents.

Use this number on every paper you file with the court for this case.

Hand all four (4) sets of documents to the Clerk at the Filing Counter. The Clerk will file the originals (SET ONE) and stamp each set of copies to show the documents were filed. **Make sure you get all three (3) sets of copies back from the Clerk.** If you have already paid a filing fee (or had the fee deferred) in this case, there is no additional fee for filing for temporary orders.

STEP 3 **TO GET A HEARING SCHEDULED:** After you have filed your documents with the Clerk of the Court, the Clerk will then direct you to one of the following administrative offices or to the in-box of the Judicial Officer who will hear your case:

Central Court Building
201 West Jefferson, 3rd floor
Phoenix, Arizona 85003
(To *Family* Court Administration)

Southeast Court Complex
222 East Javelina Avenue, 1st floor
Mesa, Arizona 85210
(To Court Administration)

Northwest Court Complex
14264 West Tierra Buena Lane
Surprise, Arizona 85374
(To Judge's in-box)

Northeast Court Complex
18380 North 40th Street
Phoenix, Arizona 85032
(To Judge's in-box)

BRING WITH YOU A SELF-ADDRESSED STAMPED ENVELOPE that is ***big enough to fit all 3 packets*** (9½ "x12"). **Make sure to put enough postage on the envelope to have it mailed back to you.** Have the Post Office **weigh** the 3 sets of papers to find out the exact postage needed.

The Judge's staff will fill in the **ORDER TO APPEAR** with the date, time, and place of the court hearing and then mail the papers back to you. *If you receive all 3 sets back*, keep one set for your records and one set for the Judge. Bring both to the hearing. Send the other set to the other party.***** If you receive only 2 sets back, the Judge kept his or her set of documents and you only need to bring your set of copies to the hearing.

STEP 4 ***SEND OR SERVE: DELIVER THE PAPERS TO THE OTHER PARTY:** If one of the petitions listed above in "STEP 1" has *already* been filed and served by one of the parties, you may send these documents by mail or other method though you may want to consider using a method that provides proof of delivery. If you are filing these temporary orders papers *together* with the petition, then the papers may be **"*served"*** along with the Petition and may be delivered by the Sheriff's Department, a licensed private process server, or by one of the other methods described in the "SERVICE" packet available for purchase from the Self-Service Center or for free on the web.

STEP 5 **AT THE HEARING:** Be on time. Dress neatly. Be prepared to tell the Judge about the case, and why the temporary order is necessary. Bring all paperwork with you that you think the Judge should look at, such as reports about the children and financial records.

Bring *your set of copies* with you to the hearing; if the Judge's staff sent back all 3 sets of copies as described in STEP 3 above, bring the Judge's copies also.

All forms referred to in these instructions may be purchased at the Self-Service Center or obtained for free via the internet through the Superior Court Web site.

DO NOT BRING CHILDREN TO COURT.

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PARENTING PLAN INFORMATION

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A.R.S. § 25-401 defines legal decision-making and parenting time as follows:

1. **"Legal Decision-Making"** means the legal right and responsibility to make all nonemergency legal decisions for a child including those regarding education, health care, religious training and personal care decisions.

2. **"Joint Legal Decision-Making"** means both parents share decision-making and neither parent's rights nor responsibilities are superior except with respect to specified decisions as set forth by the Court or the parents in the final judgment or order.

> **PARENTS PLEASE NOTE:** Per A.R.S § 25-403.09, an award of joint legal decision-making or a substantially equal parenting time plan does not diminish the responsibility of either parent to provide for the support of the child. Also note that joint legal decision-making does not necessarily mean equal parenting time. A.R.S. § 25-403.02(E)

3. **"Sole Legal Decision-Making"** means one parent has the legal right and responsibility to make major decisions for a child.

4. **"Parenting Time"** means the schedule of time during which each parent has access to a child at specified times. Each parent during their scheduled parenting time is responsible for providing the child with food, clothing and shelter and may make routine decisions concerning the child's care.

> You may view the "Parenting Time Guidelines" online at the Arizona Supreme Court's website.

Drafting a Parenting Plan:

The written parenting plan pays attention to how the parents will make decisions pertaining to the child(ren)'s education, health care, religious training, and personal care; it is a blend of specific information with generalized plans of action. It should reflect what the parents are currently doing or what they actually plan to do. It should reflect a commitment to the minor child(ren)'s needs as predominant.

If the parents cannot agree on a plan for legal decision-making or parenting time, each parent must submit a proposed parenting plan. A.R.S. § 25-403.02(A)

In order for the Court to approve a parenting plan, A.R.S. § 25-403.02 requires the Court to make the following findings:

a. The best interests of the minor child(ren) are served;
b. The plan designates legal decision-making as joint or sole;
c. The plan sets forth each parent's rights and responsibilities for the personal care of the minor child(ren) and for decisions in areas such as education, health care, and religious training;
d. The plan provides a practical schedule of parenting time for the child, including holidays and school vacations;

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e. The plan includes a procedure for exchanges of the child, including location and responsibility for transportation;
f. The plan includes a procedure by which proposed changes, disputes and alleged breaches may be mediated or resolved, which may include the use of Conciliation Services or private counseling;
g. The plan includes a procedure for periodic review (e.g., parents agree to review the terms of the agreement every 12 months.);
h. The plan includes a procedure for communicating with each other about the child, including methods and frequency;
i. The plan includes a statement that each party has read, understands, and will abide by the notification requirements of A.R.S. § 25-403.05(B). (A parent must immediately notify the other parent if the parent knows that a convicted/registered sex offender or a person who has been convicted of a dangerous crime against children may have access to the child. Notice must be provided (i) by first class mail, return receipt requested, (ii) by electronic means to an e-mail address the recipient provided to the parent for notification purposes, or (iii) by other communication accepted by the Court.)

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The following questions may be used as a starting place when drafting a parenting plan:

1. **The geographical location of the parents:** Where do parents live relative to one another? What are their addresses? Permanent or temporary?

2. **Arrangements regarding the residential requirements of the minor child(ren):** How much time will the minor child(ren) spend with each parent? Be as specific as possible, including days and times.

3. **Arrangements for holidays and vacations:** What are your plans for summer vacation and school breaks? List specific details including dates and times.

4. **Arrangements for education:** How will decisions be made for educational matters? For example, if preschool age, what school will the minor child(ren) attend? If private school, who pays what?

5. **Additional transportation arrangements:** Will any additional transportation arrangements be needed? If so, what will be the responsibilities of each parent?

6. **Determinations regarding minor child(ren)'s health care:** For example, how will medical decisions be made? Who will provide insurance? How are non-insured expenses paid? Who decides on seeking non-emergency treatment? Is there a dental plan? If not, who will pay what?

7. **Arrangements regarding extraordinary expenses:** For example, what financial arrangements are made for the minor child(ren) (such as each sharing extraordinary expenditures and the parent with whom the minor child(ren) resides bearing the ordinary ones during the minor child(ren)'s residency)? A fixed amount per month?

8. **Arrangements for minor child(ren)'s religious training, if any:** For example, how will decisions be made for religious training? What, if any, are the plans for religious training?

9. **Any other factors:** What other arrangements (such as music lessons, sports/activity fees, camp or Scouts) are needed?

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How to complete a Child Support Worksheet

Use the **free** online child support calculator to produce the Child Support Worksheet that must be turned in along with your other court papers.

Using the online calculator is free (access to the Internet and a printer required).

If you do not have access to the Internet and/or a printer, you may use the computers at any Law Library Resource Center location. There is a small, per-page charge for printing. The online calculator is available at:

ezCourtForms https://www.superiorcourt.maricopa.gov/ezcourtforms2/

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Advantages of Using the Online Child Support Calculator

- The online calculator is free.
- The online calculator does the math for you.
- The online calculator produces a neater, more readable worksheet.
- The online calculator produces a more accurate child support calculation, **and**
- **You don't have to go through 35 pages of Guidelines and Instructions.**

If you want to perform the calculations yourself, you will need an additional 60 or more pages of guidelines, instructions, and the Child Support Worksheet form. These are available for separate purchase from the Law Library Resource Center as part of the "How to Calculate Child Support" packet, or may be downloaded for free from the Law Library Resource Center's web page (https://superiorcourt.maricopa.gov/llrc/family-court-forms/).

When you have completed all needed forms, go to the "Procedures" page and follow the steps.

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How to complete a Spousal Maintenance Worksheet (Applies only to cases in which the original petition for dissolution or legal separation was filed on or after September 24, 2022)

In a dissolution of marriage (divorce) or legal separation, one party may request that the court order the other party to pay "spousal maintenance." This is financial support paid by one party to the other party. The court considers certain statutory factors to decide whether a party is eligible for spousal maintenance. In these cases, either party may request that the other pay spousal maintenance.

Spousal Maintenance Guidelines:

For a case filed on or after September 24, 2022, if a person is eligible for spousal maintenance, then the court uses the Arizona Spousal Maintenance Guidelines to determine the amount and duration of the award for spousal maintenance.

The Guidelines can be found here: https://www.azcourts.gov/familylaw/Child-Support-Family-Law-Information/Spousal-Maintenance-Guidelines.

Spousal Maintenance Calculator:

In any dissolution of marriage or legal separation case that was originally filed on or after September 24, 2022, when a party requests spousal maintenance, or requests to change a past spousal maintenance court order, a completed Spousal Maintenance Worksheet ***must*** be included when filing an Application for Entry of a Default Decree and the party seeking default proceeds by motion without a hearing (Rule 44.1, ARFLP).

The worksheet is created using the FREE online Spousal Maintenance Calculator. Access to the internet is required. The online Spousal Maintenance Calculator can be found here: https://www.superiorcourt.maricopa.gov/app/selfsuffcalc/.

If you do not have access to the internet and/or a printer, you may use the computers at any Law Library Resource Center location. There is a small, per-page charge for printing.

Next Steps:

After completing the Spousal Maintenance Calculator, print out the Spousal Maintenance Worksheet in order to file it with your other paperwork.

When you have completed all necessary forms, go to the "Procedures" page and follow the steps.

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Person Filing: (1)_____

Address (if not protected):_____

City, State, Zip Code:_____

Telephone:_____

Email Address:_____

ATLAS Number:_____

Lawyer's Bar Number:_____

FOR CLERK'S USE ONLY

Representing ☐ Self, without a Lawyer OR ☐ Attorney for ☐ Petitioner OR ☐ Respondent

SUPERIOR COURT OF ARIZONA
IN MARICOPA COUNTY

_____
Name of Petitioner/Party A

Case Number:_____

MOTION FOR TEMPORARY ORDERS

Check all that apply:

_____
Name of Respondent/Party B

☐ For Legal Decision-Making and Physical Custody

☐ For Parenting Time

☐ For Child Support

☐ For Spousal Maintenance

☐ For Property and/or Debt

☐ Attorney Fees

Before you can file for Temporary Orders, one of the parties (either one) must file a Petition for Divorce, Legal Separation, Annulment, Paternity and Legal Decision-Making (Legal Custody), Parenting Time, and/or Support, or if Paternity has already been established, a Petition for Legal Decision-Making (Legal Custody), Parenting Time, and/or Support (without Paternity).

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By signing your name at the end of this document, you are stating to this Court that the information you have provided is true and correct under penalty of perjury.

REQUIRED INFORMATION FROM FILING PARTY

1. INFORMATION ABOUT THE UNDERLYING PETITION:

   A. Date "Petition" was filed: _____

   B. Type of Petition filed: (Divorce, Legal Decision-making, Physical custody, etc.):

   _____

   C. Name of court where Petition was filed: _____

   D. Information about court hearing scheduled for that Petition (if hearing is scheduled):

      1. Date and time of hearing: _____
      2. Name of Judicial Officer to hear case: _____
      3. Location of hearing: _____

2. INFORMATION ABOUT OTHER TEMPORARY ORDERS:

   ☐ To the best of my knowledge, the following information is true:

   • No other court has entered temporary orders regarding what I am requesting.

   • No court proceedings are pending for temporary orders regarding what I am requesting.

   (If *either* of the statements above is false, STOP. Do *not* mark the box; do not file this paperwork. This Court will not be able to grant temporary orders in your case.)

3. BASIS FOR REQUEST: This request is based on the best interests of the minor child(ren), and/or on the inability of one spouse to support him or herself or to maintain this action without financial assistance from the other spouse.

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4. MY RELATIONSHIP TO ANY MINOR CHILDREN WHO ARE THE SUBJECT OF THIS REQUEST FOR TEMPORARY ORDERS IS:

☐ Party A ☐ Party B ☐ Other: (grandmother, friend, or?): _____

_____

if "Other", my name is: _____

Whenever this document refers to "Other" or "Other Party", it refers to me.

INFORMATION ABOUT THE MINOR CHILD(REN) referred to in this Motion:

Name:_____ Name:_____

Birth date: _____ Birth date: _____

Current Address: _____ Current Address:_____

_____ _____

County of residence: _____ County of residence:_____

Party A: _____ Party A:_____

Party B: _____ Party B:_____

Name:_____ Name:_____

Birth date: _____ Birth date: _____

Current Address: _____ Current Address:_____

_____ _____

County of residence: _____ County of residence:_____

Party A: _____ Party A:_____

Party B: _____ Party B:_____

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5. JURISDICTION: For legal decision-making and parenting time requests, this Court has the authority to determine legal decision-making (legal custody), and authority to determine parenting time (physical custody) over our minor child(ren) common to the parties.

6. I attached a proposed Parenting Plan, that specifically states the legal and physical custody plans for the child(ren), OR

7. I described specific legal and physical custody plans in this form as stated below.

AS INDICATED BY WHAT IS WRITTEN AND/OR BY THE BOXES CHECKED BELOW, I ASK THE COURT TO ORDER AS FOLLOWS: (If you do *not* want the Court to enter an order for a particular item, do not write in the blank spaces *or* check any boxes under that item.)

A. TEMPORARY LEGAL DECISION-MAKING AND PHYSICAL CUSTODY: The *temporary* care, legal decision-making and physical custody and control of the minor child(ren) should be awarded as indicated below:

☐ There having been no "significant" acts of domestic violence, temporary JOINT LEGAL DECISION-MAKING and PHYSICAL CUSTODY should be awarded to Party A and Party B of the minor child(ren) with parenting time and physical custody ☐ subject to the attached Parenting Plan,

OR

☐ Temporary SOLE LEGAL DECISION-MAKING and PHYSICAL CUSTODY should be awarded to the party indicated to the right of the child's name:

Child(ren)'s Name(s)	Party A	Party B	Other
_____	☐	☐	☐
_____	☐	☐	☐
_____	☐	☐	☐
_____	☐	☐	☐

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B. TEMPORARY PARENTING TIME should be ordered:

☐ In accord with the attached *Parenting Plan*, OR

☐ As described below: (Be Specific)

TRANSPORTATION.

☐ Party A ☐ Party B or ☐_____shall pick up the minor child(ren).

☐ Party A ☐ Party B or ☐_____shall return the minor child(ren).

PARENTING-TIME EXCHANGES.

The parties will exchange the children at the following exchange location:

_____

_____

_____

_____

WEEKENDS (explain specifically): _____

_____

_____

_____

SUMMER MONTHS (explain specifically): _____

_____

_____

_____

HOLIDAYS AND BIRTHDAYS (explain specifically): _____

_____

_____

_____

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TELEPHONE CALLS (explain specifically): _____

_____

_____

_____

OTHER (explain specifically): _____

_____

_____

_____

C. TEMPORARY CHILD SUPPORT:

☐ Child Support is requested. A Child Support Worksheet is attached and incorporated by reference.

AND

☐ In accordance with the Arizona Child Support Guidelines, and based upon the Parent's Worksheet for Child Support, the person responsible for paying child support child support should pay $_____ per month,

OR

☐ DEVIATION FROM THE CHILD SUPPORT GUIDELINES, which is appropriate because:

☐ Application of the Guidelines is inappropriate or unjust.

☐ The parties have signed a written agreement, free of duress and coercion, with knowledge of the amount of support that would have been ordered by the guidelines but for the agreement.

☐ Child support under the Guidelines would have been: $ _____

☐ Child support after the deviation should be: $ _____

Other reasons for deviation from Guideline amount: _____

_____

_____

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D. MEDICAL, DENTAL, VISION CARE FOR MINOR CHILDREN:

☐ Party A to be responsible for ☐ medical ☐ dental ☐ vision care insurance.

☐ Party B to be responsible for ☐ medical ☐ dental ☐ vision care insurance.

Non-Covered Expenses: Party A to pay _____%, and Party B _____%, of all reasonable uncovered and/or uninsured medical, dental, vision care, prescription and other health charges for the minor child(ren), including co-payments.

SPOUSAL MAINTENANCE, PROPERTY, DEBT, and/or ATTORNEY FEES

E. MEDICAL AND DENTAL CARE FOR OTHER SPOUSE

☐ Party A is responsible for providing: ☐ medical ☐ dental insurance for other spouse.

☐ Party B is responsible for providing: ☐ medical ☐ dental insurance for other spouse.

All uninsured medical and dental expenses shall be paid as follows:

_____% by Party A and _____% by Party B.

F. SPOUSAL MAINTENANCE/SUPPORT shall be paid by ☐ Party A or ☐ Party B as follows:

Temporary Duration: From: _____ to _____
(Date) (Date)

☐ To the other Party in a reasonable amount as ordered by this Court based on the attached *"Affidavit of Financial Information."* OR

☐ In the specific amount requested: $_____ per _____ (week, month). An Affidavit of Financial Information" is attached.

G. ACCESS TO COMMUNITY LIQUID ASSETS (Cash or cash held in financial institutions in Checking, Savings, and other financial accounts from which cash can be withdrawn). Party A and Party B shall have immediate access to community funds in the proportions (or dollar amounts) listed below, held in the named bank or financial institution.

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Name of Financial Institution	Name of Account Holder	Total ($) in Account	% or Dollar amount to Party A	% or Dollar amount to Party B
		$		
		$		
		$		
		$		

H. DISCLOSURE OF COMMUNITY LIQUID ASSETS (Cash or cash held in financial institutions). The Party A and Party B should be ordered to disclose to the other party and to the Court the name of all financial institutions where funds are held; the name in which the account is held; the account number; and the dollar amount in the account. (To guard against identity theft, financial account numbers may be presented on the *"Sensitive Data Sheet"*, which is not part of the public record.)

I. PAYMENT OF DEBTS should be made as follows:

Creditor's Name (who the money is owed to)	Name(s) on Account	Total Amount Owed	Monthly Minimum Payment	% or $ to be Paid by Party A	% or $ to be Paid by Party B
		$	$		
		$	$		
		$	$		
		$	$		
		$	$		

J. EXCLUSIVE USE AND POSSESSION OF PROPERTY should be granted as follows: To Party A if marked under the "P"; to the Party B if marked under the "R".

		A	B
Residence at: (list address)		☐	☐
Car described as:		☐	☐
Other: (describe)		☐	☐
Other: (describe)		☐	☐
Other: (describe)		☐	☐

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K. ATTORNEY FEES.

Based on the attached *"Affidavit of Financial Information"* ☐ Party A or ☐ Party B shall reimburse the other party for attorney fees for the costs of initiating and maintaining this action in the amount of $_____.

If the other party contests (files papers to disagree with) these Temporary Orders, he or she shall pay or reimburse the other party for the costs of defending or maintaining these Orders, including:

☐ attorney fees. ☐ court costs

L. LENGTH OF THIS ORDER: This order shall continue (check one box)

☐ Until further order of this Court, OR

☐ Until (date):_____

M. OATH OR AFFIRMATION AND VERIFICATION

I swear or affirm that the information on this document is true and correct under penalty of perjury.

_____ _____
Signature Date

_____
Printed name of Signer

STATE OF _____

COUNTY OF_____

Subscribed and sworn to or affirmed before me this: _____ by
Date

_____.

_____
(Notarial Officer's Stamp or Seal) Notarial Officer

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FOR CLERK'S USE ONLY

Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

ATLAS Number: _____

Lawyer's Bar Number: _____

Representing ☐ **Self, without a Lawyer or** ☐ **Attorney for** ☐ **Petitioner OR** ☐ **Respondent**

SUPERIOR COURT OF ARIZONA
IN MARICOPA COUNTY

Case No. _____

_____
Petitioner / Party A

ATLAS No. _____

AFFIDAVIT OF FINANCIAL INFORMATION

_____
Respondent / Party B

Affidavit of _____
(Name of Person Whose Information is on this Affidavit)

IMPORTANT INFORMATION ABOUT THIS DOCUMENT

WARNING TO BOTH PARTIES: This Affidavit is an important document. You must fill out this Affidavit completely, and provide accurate information. You must provide copies of this Affidavit and all other required documents to the other party and to the judge. If you do not do this, the court may order you to pay a fine.

I have read the following document and know of my own knowledge that the facts and financial information stated below are true and correct, and that any false information may constitute perjury by me I also understand that, if I fail to provide the required information or give misinformation, the judge may order sanctions against me, including assessment of fees for fines under Rule 26, Arizona Rules of Family Law Procedure.

_____ _____
Date Signature of Person Making Affidavit

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INSTRUCTIONS

1. **Complete the entire Affidavit in black ink. If the spaces provided on this form are inadequate, use separate sheets of paper to complete the answers and attach them to the Affidavit. Answer every question completely! You must complete every blank. If you do not know the answer to a question or are guessing, please state that. If a question does not apply, write "NA" for "not applicable" to indicate you read the question. Round all amounts of money to the nearest dollar.**
2. Answer the following statements **YES** or **NO.** If you mark **NO**, explain your answer on a separate piece of paper and attach the explanation to the Affidavit.

[ ] YES [ ] NO 1. I listed all sources of my income.

[ ] YES [ ] NO 2. I attached copies of my two (2) most recent pay stubs.

[ ] YES [ ] NO 3. I attached copies of my federal income tax return for the last three (3) years, and I attached my W-2 and 1099 forms from all sources of income.

1. GENERAL INFORMATION:

A. Name: _____ Date of Birth: _____

B. Current Address: _____

C. Date of Marriage: _____ Date of Divorce: _____

D. Last date when you and the other party lived together: _____

E. Full names of child(ren) common to the parties (in this case), their dates of birth:

Name	**Date of Birth**

F. The name, date of birth, relationship to you, and gross monthly income for each individual who lives in your household:

Name	**Date of Birth**	**Relationship to you**	**Income**

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G. Any other person for whom you contribute support:

Name	Age	Relationship to You	Reside With You (Y/N)	Court Order to Support (Y/N)

H. Attorney's Fees paid in this matter $ _____. Source of funds _____

2. EMPLOYMENT INFORMATION:

A. Your job/occupation/profession/title: _____

Name and address of current employer: _____

_____

Date employment began: _____

How often are you paid: [ ] Weekly [ ] Every other week [ ] Monthly [ ] Twice a month

[ ] Other _____

B. If you are not working, why not? _____

C. Previous employer name and address: _____

_____

Previous job/occupation/profession/title: _____

Date previous job began: _____ Date previous job ended: _____

Reason you left job: _____

Gross monthly pay at previous job: $ _____

D. Total gross income from last three (3) years' tax returns (attach copies of pages 1 and 2 of your federal income tax returns for the last three (3) years):

Year _____ $ _____ Year _____ $ _____Year _____ $ _____

E. Your total gross income from January 1 of this year to the date of this Affidavit (year-to-date income): $ _____

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3. YOUR EDUCATION/TRAINING: List name of school, length of time there, year of last attendance, and degree earned:

A. High School: _____

B. College: _____

C. Post-Graduate: _____

D. Occupational Training: _____

4. YOUR GROSS MONTHLY INCOME:

- List **all** income you receive from **any** source, whether private or governmental, taxable or not.
- List all income payable to you individually or payable jointly to you and your spouse.
- Use a monthly average for items that vary from month to month.
- Multiply weekly income and deductions by 4.33. Multiply biweekly income by 2.165 to arrive at the total amount for the month.

A. Gross salary/wages per month $ _____

- **Attach copies of your two most recent pay stubs.**

Rate of Pay $ _____ per [ ] hour [ ] week [ ] month [ ] year

B. Expenses paid for by your employer:

1. Automobile $ _____
2. Auto expenses, such as gas, repairs, insurance $ _____
3. Lodging $ _____
4. Other (Explain) _____ $ _____

C. Commissions/Bonuses $ _____

D. Tips $ _____

E. Self-employment Income (See below) $ _____

F. Social Security benefits $ _____

G. Worker's compensation and/or disability income $ _____

H. Unemployment compensation $ _____

I. Gifts/Prizes $ _____

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J. Payments from prior spouse $ _____

K. Rental income (net after expenses) $ _____

L. Contributions to household living expense by others $ _____

M. Other (Explain:) _____ $ _____

(Include dividends, pensions, interest, trust income, annuities or royalties.)

TOTAL: $ _____

5. SELF-EMPLOYMENT INCOME (if applicable):

If you are self-employed, attach of a copy of the Schedule C for your business from your last tax return and the most recent income/expense statement from your business.

If self-employed, provide the following information:

Name, address and telephone no. of business: _____

_____

Type of business entity: _____

State and Date of incorporation: _____

Nature of your interest: _____

Nature of business: _____

Percent ownership: _____

Number of shares of stock: _____

Total issued and outstanding shares: _____

Gross sales/revenue last 12 months: _____

INSTRUCTIONS

Both parties must answer item 6 if either party asks for child support. These expenses include only those expenses for children who are common to the parties, which mean one party is the birth/adoptive mother and the other is the birth/adoptive father of the children.

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6. SCHEDULE OF ALL MONTHLY EXPENSES FOR CHILDREN:

- **DO NOT LIST** any expenses for the other party, or child(ren) who live(s) with the other party, **unless** you are paying those expenses.
- Use a monthly average for items that vary from month to month.
- If you are listing anticipated expenses, indicate this by putting an asterisk (*) next to the estimated amount.

A. HEALTH INSURANCE:

Do you have health insurance available? ☐ **Yes** ☐ **No** **Are you enrolled?**_____

1. Total monthly cost $ _____
2. Premium cost to insure you alone $ _____
3. Premium cost to insure child(ren) common to the parties $ _____
4. List all people covered by your insurance coverage:

   _____

   _____

5. Name of insurance company and Policy/Group Number:

   _____

B. DENTAL/VISION INSURANCE:

1. Total monthly cost $ _____
2. Premium cost to insure you alone $ _____
3. Premium cost to insure child(ren) common to the parties $ _____
4. List all people covered by your insurance coverage:

   _____

   _____

5. Name of insurance company and Policy/Group Number:

   _____

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C. UNREIMBURSED MEDICAL AND DENTAL EXPENSES:

(Cost to you after, or in addition to, any insurance reimbursement)

1. Drugs and medical supplies $ _____
2. Other _____ $ _____

TOTAL: $ _____

D. CHILD CARE COSTS:

1. Total monthly child care costs $ _____

   (Do not include amounts paid by D.E.S.)

2. Name(s) of child(ren) cared for and amount per child:

   _____ $ _____

   _____ $ _____

   _____ $ _____

3. Name(s) and address(es) of child care provider(s):

   _____

   _____

E. EMPLOYER PRETAX PROGRAM:

Do you participate in an employer program for pretax payment of child care expenses? (Cafeteria Plan)? [ ] YES [ ] NO

F. COURT ORDERED CHILD SUPPORT:

1. Court ordered current child support for child(ren)
   not common to the parties $ _____
2. Court ordered cash medical support for child(ren)
   not common to the parties $ _____
3. Amount of any arrears payment $ _____
4. Amount per month actually paid in last 12 mos. $ _____
   - **Attach proof that you are paying**

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5. Name(s) and relationship of minor child(ren) who you support or who live with you, but are **not** common to the parties.

_____

_____

G. COURT ORDERED SPOUSAL MAINTENANCE/SUPPORT (Alimony):

1. Court ordered spousal maintenance/support you actually pay to previous spouse: $ _____

H. EXTRAORDINARY EXPENSES:

1. For **Children** (Educational Expense/Special Needs/Other): $_____

   Explain: _____

   _____

2. For **Self**: $ _____

   Explain: _____

   _____

INSTRUCTIONS

Both parties must answer items 7 and 8 if either party is requesting:

- Spousal maintenance
- Division of expenses
- Attorneys' fees and costs
- Adjustment or deviation from the child support amount
- Enforcement

7. SCHEDULE OF ALL MONTHLY EXPENSES:

- Do NOT list any expenses for the other party, or children who live with the other party unless you are paying those expenses.
- Use a monthly average for items that vary from month to month.
- If you are listing anticipated expenses, indicate this by putting an asterisk (*) next to the estimated amount.

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A. HOUSING EXPENSES:

1. House payment:
   a. First Mortgage $ _____
   b. Second Mortgage $ _____
   c. Homeowners Association Fee $ _____
   d. Rent $ _____
2. Repair & upkeep $ _____
3. Yard work/Pool/Pest Control $ _____
4. Insurance & taxes not included in house payment $ _____
5. Other (Explain): _____ $ _____

TOTAL: $ _____

B. UTILITIES:

1. Water, sewer, and garbage $ _____
2. Electricity $ _____
3. Gas $ _____
4. Telephone $ _____
5. Mobile phone/pager $ _____
6. Internet Provider $ _____
7. Cable/Satellite television $ _____
8. Other (Explain): _____ $ _____

TOTAL: $ _____

C. FOOD:

1. Food, milk, and household supplies $ _____
2. School lunches $ _____
3. Meals outside home $ _____

TOTAL: $ _____

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D. CLOTHING:

1. Clothing for you $ _____
2. Uniforms or special work clothes $ _____
3. Clothing for children living with you $ _____
4. Laundry and cleaning $ _____

TOTAL: $ _____

E. TRANSPORTATION OR AUTOMOBILE EXPENSES:

1. Car insurance $ _____
2. List all cars and individuals covered:

   _____

   _____
3. Car payment, if any $ _____
4. Car repair and maintenance $ _____
5. Gas and oil $ _____
6. Bus fare/parking fees $ _____
7. Other (explain): _____ $ _____

TOTAL: $ _____

F. MISCELLANEOUS:

1. School and school supplies $ _____
2. School activities or fees $ _____
3. Extracurricular activities of child(ren) $ _____
4. Church/contributions $ _____
5. Newspapers, magazines and books $ _____
6. Barber and beauty shop $ _____
7. Life insurance (beneficiary:_____) $ _____
8. Disability insurance $ _____

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9. Recreation/entertainment $ _____
10. Child(ren)'s allowance(s) $ _____
11. Union/Professional dues $ _____
12. Voluntary retirement contributions and savings deductions $ _____
13. Family gifts $ _____
14. Pet Expenses $ _____
15. Cigarettes $ _____
16. Alcohol $ _____
17. Other (explain): _____ $ _____

TOTAL: **$ _____**

8. OUTSTANDING DEBTS AND ACCOUNTS: List all debts and installment payments you currently owe, but **do not include items listed in Item 7** "Monthly Schedule of Expenses". Follow the format below. Use additional paper if necessary.

Creditor Name	Purpose of Debt	Unpaid Balance	Min. Monthly Payment	Date of Your Last Payment	Amount of Your Payment

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Case No. _____

This page must be completed and attached to the LAST page of your Document

☐ I filed the ORIGINAL of the attached document(s) with the Clerk of Superior Court in Maricopa County on: _____ .
Month Date Year

☐ I mailed/delivered a COPY of the attached document(s) to the Judicial Officer assigned to my case, Judge (or Commissioner): _____ , on
(Judicial Officer assigned to your case)

_____
Month Date Year

☐ I mailed/delivered a COPY of the attached document(s) to The Office of the Attorney General (The State of Arizona) on this date (if applicable):

_____ _____
Month Date Year Address

☐ I mailed/delivered a COPY of the attached document(s) to the Opposing Party and/or his/her Attorney on:

_____
Month Date Year

_____
Name of Other Side Name of Other Side's Lawyer

_____
Address Lawyer's Address

_____
City, State, Zip City, State, Zip

(You must mail a copy of all documents to the other side and his/her lawyer)

By signing below, I state to the Court, under penalty of law, that the information stated on these pages is true and correct to the best of my knowledge and belief.

I further state that I have filed/mailed the attached document(s) as shown above. I understand that if I do not file/mail the attached document(s) as shown above, the Judge in my case will not read the attached document.

_____
Your signature

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FOR CLERK'S USE ONLY

Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

ATLAS Number: _____

Lawyer's Bar Number: _____

Representing ☐ **Self, without a Lawyer or** ☐ **Attorney for** ☐ **Petitioner OR** ☐ **Respondent**

SUPERIOR COURT OF ARIZONA
IN MARICOPA COUNTY

Case No. _____

_____
Petitioner / Party A

ATLAS No. _____

AFFIDAVIT OF FINANCIAL INFORMATION

_____
Respondent / Party B

Affidavit of _____
(Name of Person Whose Information is on this Affidavit)

IMPORTANT INFORMATION ABOUT THIS DOCUMENT

WARNING TO BOTH PARTIES: This Affidavit is an important document. You must fill out this Affidavit completely, and provide accurate information. You must provide copies of this Affidavit and all other required documents to the other party and to the judge. If you do not do this, the court may order you to pay a fine.

I have read the following document and know of my own knowledge that the facts and financial information stated below are true and correct, and that any false information may constitute perjury by me I also understand that, if I fail to provide the required information or give misinformation, the judge may order sanctions against me, including assessment of fees for fines under Rule 26, Arizona Rules of Family Law Procedure.

_____ _____
Date Signature of Person Making Affidavit

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INSTRUCTIONS

1. **Complete the entire Affidavit in black ink. If the spaces provided on this form are inadequate, use separate sheets of paper to complete the answers and attach them to the Affidavit. Answer every question completely! You must complete every blank. If you do not know the answer to a question or are guessing, please state that. If a question does not apply, write "NA" for "not applicable" to indicate you read the question. Round all amounts of money to the nearest dollar.**
2. Answer the following statements **YES** or **NO.** If you mark **NO**, explain your answer on a separate piece of paper and attach the explanation to the Affidavit.

[ ] YES [ ] NO 1. I listed all sources of my income.

[ ] YES [ ] NO 2. I attached copies of my two (2) most recent pay stubs.

[ ] YES [ ] NO 3. I attached copies of my federal income tax return for the last three (3) years, and I attached my W-2 and 1099 forms from all sources of income.

1. GENERAL INFORMATION:

A. Name: _____ Date of Birth: _____

B. Current Address: _____

C. Date of Marriage: _____ Date of Divorce: _____

D. Last date when you and the other party lived together: _____

E. Full names of child(ren) common to the parties (in this case), their dates of birth:

Name	**Date of Birth**

F. The name, date of birth, relationship to you, and gross monthly income for each individual who lives in your household:

Name	**Date of Birth**	**Relationship to you**	**Income**

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G. Any other person for whom you contribute support:

Name	Age	Relationship to You	Reside With You (Y/N)	Court Order to Support (Y/N)

H. Attorney's Fees paid in this matter $ _____. Source of funds _____

2. EMPLOYMENT INFORMATION:

A. Your job/occupation/profession/title: _____

Name and address of current employer: _____

_____

Date employment began: _____

How often are you paid: [ ] Weekly [ ] Every other week [ ] Monthly [ ] Twice a month

[ ] Other _____

B. If you are not working, why not? _____

C. Previous employer name and address: _____

_____

Previous job/occupation/profession/title: _____

Date previous job began: _____ Date previous job ended: _____

Reason you left job: _____

Gross monthly pay at previous job: $ _____

D. Total gross income from last three (3) years' tax returns (attach copies of pages 1 and 2 of your federal income tax returns for the last three (3) years):

Year _____ $ _____ Year _____ $ _____Year _____ $ _____

E. Your total gross income from January 1 of this year to the date of this Affidavit (year-to-date income): $ _____

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3. YOUR EDUCATION/TRAINING: List name of school, length of time there, year of last attendance, and degree earned:

A. High School: _____

B. College: _____

C. Post-Graduate: _____

D. Occupational Training: _____

4. YOUR GROSS MONTHLY INCOME:

- List **all** income you receive from **any** source, whether private or governmental, taxable or not.
- List all income payable to you individually or payable jointly to you and your spouse.
- Use a monthly average for items that vary from month to month.
- Multiply weekly income and deductions by 4.33. Multiply biweekly income by 2.165 to arrive at the total amount for the month.

A. Gross salary/wages per month $ _____

- **Attach copies of your two most recent pay stubs.**

Rate of Pay $ _____ per [ ] hour [ ] week [ ] month [ ] year

B. Expenses paid for by your employer:

1. Automobile $ _____
2. Auto expenses, such as gas, repairs, insurance $ _____
3. Lodging $ _____
4. Other (Explain) _____ $ _____

C. Commissions/Bonuses $ _____

D. Tips $ _____

E. Self-employment Income (See below) $ _____

F. Social Security benefits $ _____

G. Worker's compensation and/or disability income $ _____

H. Unemployment compensation $ _____

I. Gifts/Prizes $ _____

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J. Payments from prior spouse $ _____

K. Rental income (net after expenses) $ _____

L. Contributions to household living expense by others $ _____

M. Other (Explain:) _____ $ _____

(Include dividends, pensions, interest, trust income, annuities or royalties.)

TOTAL: $ _____

5. SELF-EMPLOYMENT INCOME (if applicable):

If you are self-employed, attach of a copy of the Schedule C for your business from your last tax return and the most recent income/expense statement from your business.

If self-employed, provide the following information:

Name, address and telephone no. of business: _____

_____

Type of business entity: _____

State and Date of incorporation: _____

Nature of your interest: _____

Nature of business: _____

Percent ownership: _____

Number of shares of stock: _____

Total issued and outstanding shares: _____

Gross sales/revenue last 12 months: _____

INSTRUCTIONS

Both parties must answer item 6 if either party asks for child support. These expenses include only those expenses for children who are common to the parties, which mean one party is the birth/adoptive mother and the other is the birth/adoptive father of the children.

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6. SCHEDULE OF ALL MONTHLY EXPENSES FOR CHILDREN:

- **DO NOT LIST** any expenses for the other party, or child(ren) who live(s) with the other party, **unless** you are paying those expenses.
- Use a monthly average for items that vary from month to month.
- If you are listing anticipated expenses, indicate this by putting an asterisk (*) next to the estimated amount.

A. HEALTH INSURANCE:

Do you have health insurance available? ☐ **Yes** ☐ **No** **Are you enrolled?**_____

1. Total monthly cost $ _____
2. Premium cost to insure you alone $ _____
3. Premium cost to insure child(ren) common to the parties $ _____
4. List all people covered by your insurance coverage:

   _____

   _____

5. Name of insurance company and Policy/Group Number:

   _____

B. DENTAL/VISION INSURANCE:

1. Total monthly cost $ _____
2. Premium cost to insure you alone $ _____
3. Premium cost to insure child(ren) common to the parties $ _____
4. List all people covered by your insurance coverage:

   _____

   _____

5. Name of insurance company and Policy/Group Number:

   _____

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C. UNREIMBURSED MEDICAL AND DENTAL EXPENSES:

(Cost to you after, or in addition to, any insurance reimbursement)

1. Drugs and medical supplies $ _____
2. Other _____ $ _____

TOTAL: $ _____

D. CHILD CARE COSTS:

1. Total monthly child care costs $ _____

   (Do not include amounts paid by D.E.S.)

2. Name(s) of child(ren) cared for and amount per child:

   _____ $ _____

   _____ $ _____

   _____ $ _____

3. Name(s) and address(es) of child care provider(s):

   _____

   _____

E. EMPLOYER PRETAX PROGRAM:

Do you participate in an employer program for pretax payment of child care expenses? (Cafeteria Plan)? [ ] YES [ ] NO

F. COURT ORDERED CHILD SUPPORT:

1. Court ordered current child support for child(ren)
   not common to the parties $ _____
2. Court ordered cash medical support for child(ren)
   not common to the parties $ _____
3. Amount of any arrears payment $ _____
4. Amount per month actually paid in last 12 mos. $ _____
   - **Attach proof that you are paying**

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5. Name(s) and relationship of minor child(ren) who you support or who live with you, but are **not** common to the parties.

_____

_____

G. COURT ORDERED SPOUSAL MAINTENANCE/SUPPORT (Alimony):

1. Court ordered spousal maintenance/support you actually pay to previous spouse: $ _____

H. EXTRAORDINARY EXPENSES:

1. For **Children** (Educational Expense/Special Needs/Other): $_____

   Explain: _____

   _____

2. For **Self**: $ _____

   Explain: _____

   _____

INSTRUCTIONS

Both parties must answer items 7 and 8 if either party is requesting:

- Spousal maintenance
- Division of expenses
- Attorneys' fees and costs
- Adjustment or deviation from the child support amount
- Enforcement

7. SCHEDULE OF ALL MONTHLY EXPENSES:

- Do NOT list any expenses for the other party, or children who live with the other party unless you are paying those expenses.
- Use a monthly average for items that vary from month to month.
- If you are listing anticipated expenses, indicate this by putting an asterisk (*) next to the estimated amount.

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A. HOUSING EXPENSES:

1. House payment:
   a. First Mortgage $ _____
   b. Second Mortgage $ _____
   c. Homeowners Association Fee $ _____
   d. Rent $ _____
2. Repair & upkeep $ _____
3. Yard work/Pool/Pest Control $ _____
4. Insurance & taxes not included in house payment $ _____
5. Other (Explain): _____ $ _____

TOTAL: $ _____

B. UTILITIES:

1. Water, sewer, and garbage $ _____
2. Electricity $ _____
3. Gas $ _____
4. Telephone $ _____
5. Mobile phone/pager $ _____
6. Internet Provider $ _____
7. Cable/Satellite television $ _____
8. Other (Explain): _____ $ _____

TOTAL: $ _____

C. FOOD:

1. Food, milk, and household supplies $ _____
2. School lunches $ _____
3. Meals outside home $ _____

TOTAL: $ _____

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D. CLOTHING:

1. Clothing for you $ _____
2. Uniforms or special work clothes $ _____
3. Clothing for children living with you $ _____
4. Laundry and cleaning $ _____

TOTAL: $ _____

E. TRANSPORTATION OR AUTOMOBILE EXPENSES:

1. Car insurance $ _____
2. List all cars and individuals covered:

   _____

   _____
3. Car payment, if any $ _____
4. Car repair and maintenance $ _____
5. Gas and oil $ _____
6. Bus fare/parking fees $ _____
7. Other (explain): _____ $ _____

TOTAL: $ _____

F. MISCELLANEOUS:

1. School and school supplies $ _____
2. School activities or fees $ _____
3. Extracurricular activities of child(ren) $ _____
4. Church/contributions $ _____
5. Newspapers, magazines and books $ _____
6. Barber and beauty shop $ _____
7. Life insurance (beneficiary:_____) $ _____
8. Disability insurance $ _____

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9. Recreation/entertainment $ _____
10. Child(ren)'s allowance(s) $ _____
11. Union/Professional dues $ _____
12. Voluntary retirement contributions and savings deductions $ _____
13. Family gifts $ _____
14. Pet Expenses $ _____
15. Cigarettes $ _____
16. Alcohol $ _____
17. Other (explain): _____ $ _____

TOTAL: **$ _____**

8. OUTSTANDING DEBTS AND ACCOUNTS: List all debts and installment payments you currently owe, but **do not include items listed in Item 7** "Monthly Schedule of Expenses". Follow the format below. Use additional paper if necessary.

Creditor Name	Purpose of Debt	Unpaid Balance	Min. Monthly Payment	Date of Your Last Payment	Amount of Your Payment

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Case No. _____

This page must be completed and attached to the LAST page of your Document

☐ I filed the ORIGINAL of the attached document(s) with the Clerk of Superior Court in Maricopa County on: _____ .
Month Date Year

☐ I mailed/delivered a COPY of the attached document(s) to the Judicial Officer assigned to my case, Judge (or Commissioner): _____ , on
(Judicial Officer assigned to your case)

_____
Month Date Year

☐ I mailed/delivered a COPY of the attached document(s) to The Office of the Attorney General (The State of Arizona) on this date (if applicable):

_____ _____
Month Date Year Address

☐ I mailed/delivered a COPY of the attached document(s) to the Opposing Party and/or his/her Attorney on:

_____
Month Date Year

_____
Name of Other Side Name of Other Side's Lawyer

_____
Address Lawyer's Address

_____
City, State, Zip City, State, Zip

(You must mail a copy of all documents to the other side and his/her lawyer)

By signing below, I state to the Court, under penalty of law, that the information stated on these pages is true and correct to the best of my knowledge and belief.

I further state that I have filed/mailed the attached document(s) as shown above. I understand that if I do not file/mail the attached document(s) as shown above, the Judge in my case will not read the attached document.

_____
Your signature

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Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

Lawyer's Bar Number: _____

For Clerk's Use Only

Representing ☐ Self, without a Lawyer or ☐ Attorney for ☐ Petitioner ☐ or Respondent

SUPERIOR COURT OF ARIZONA
IN MARICOPA COUNTY

Case No. _____

_____
Petitioner/Party A

PARENTING PLAN FOR

☐ JOINT LEGAL DECISION-MAKING

_____
Respondent/Party B

OR

☐ SOLE LEGAL DECISION-MAKING

INSTRUCTIONS

This document has 4 parts: PART 1) General Information; PART 2) Legal Decision-making and Parenting Time; PART 3) Danger to Children Notification Statement; and PART 4) Joint Legal Decision-making Agreement. Where this form refers to "children" it refers to any and all minor children common to the parties whether one or more.

One or both parents must complete and sign the Plan as follows:

a. If only <u>one</u> parent is submitting the Plan: that parent must sign at the end of PART 2 <u>and</u> 3.

b. If both parents agree to legal decision-making and parenting time arrangements <u>but not</u> to joint legal decision-making: Both parents must sign the Plan at the end of PART 2 <u>and</u> 3, and the Affidavits under Section 5.

c. If both parents agree to joint legal decision-making and parenting time arrangements as presented in the Plan: Both parents must sign the Plan at the end of PARTS 2, 3, and 4, and the Affidavits under Section 5.

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Case No. _____

PART 1: GENERAL INFORMATION:

A. MINOR CHILDREN. This Plan concerns the following minor children:
(Use additional paper if necessary)

_____ _____

_____ _____

_____ _____

B. THE FOLLOWING LEGAL DECISION-MAKING ARRANGEMENT IS REQUESTED:
(Choose ONE of 1, 2, 3, 4.)

☐ 1. SOLE LEGAL DECISION-MAKING BY AGREEMENT.

The parents agree that sole legal decision-making authority should be granted to ☐ Party A ☐ Party B.

The parents agree that since each has a unique contribution to offer to the growth and development of their minor children, each of them will continue to have a full and active role in providing a sound moral, social, economic, and educational environment for the benefit of the minor children, as described in the following pages,

OR

☐ 2. SOLE LEGAL DECISION-MAKING REQUESTED BY THE PARENT SUBMITTING THIS PLAN. The parents cannot agree to the terms of legal decision-making and parenting time. The parent submitting this Plan asks the Court to order sole legal decision-making authority and parenting time according to this Plan.

OR

☐ 3. JOINT LEGAL DECISION-MAKING BY AGREEMENT. The parents agree to joint legal decision-making and request the Court to approve the joint legal decision-making arrangement as described in this Plan.

OR

☐ 4. JOINT LEGAL DECISION-MAKING AUTHORITY REQUESTED BY THE PARENT SUBMITTING THIS PLAN.

The parents cannot agree to the terms of legal decision-making and parenting time or are unable to submit this plan together at this time. My request for joint legal decision-making authority is deferred for the Court's determination.

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PART 2: PARENTING TIME. Complete each section below. Be specific about what you want the Judge to approve in the court order.

A. (School Year) WEEKDAY AND WEEKEND TIME-SHARING SCHEDULE:

☐ The minor children will be in the care of Party A as follows: (Explain).

_____

_____

☐ The minor children will be in the care of Party B as follows: (Explain).

_____

_____

☐ Other parenting time arrangements are as follows: (Explain).

_____

_____

☐ Transportation will be provided as follows:

☐ Party A or ☐ Party B will pick the minor children up at _____ o'clock.

☐ Party A or ☐ Party B will drop the minor children off at _____ o'clock.

Parenting-time exchanges will occur at the following exchange location :

_____

_____

_____

Parents may change their time-share arrangements by mutual agreement with at least _____ days' notice in advance to the other parent.

B. SUMMER MONTHS OR SCHOOL BREAK LONGER THAN 4 DAYS: The weekday and weekend schedule described above will apply for all 12 calendar months EXCEPT:

_____

☐ During summer months or school breaks that last longer than 4 days, no changes shall be made. OR,

☐ During summer months or school breaks that last longer than 4 days, the minor children will be in the care of Party A: (Explain)

_____

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☐ During summer months or school breaks that last longer than 4 days, the minor children will be in the care of Party B:(Explain)

_____

☐ Each parent is entitled to a _____ week period of vacation time with the minor children. The parents will work out the details of the vacation at least _____ days in advance.

C. TRAVEL

☐ Should either parent travel out of the area with the minor children, each parent will keep the other parent informed of travel plans, address(es), and telephone number(s) at which that parent and the minor children can be reached.

☐ Neither parent shall travel with the minor children outside Arizona for longer than _____ days without the prior written consent of the other parent or order of the court.

D. HOLIDAY SCHEDULE: The holiday schedule takes priority over the regular time-sharing schedule as described above. Check the box(es) that apply and indicate the years of the holiday access/Parenting time schedule.

Holiday	Even Years		Odd Years	
New Year's Eve	☐ Party A	☐ Party B	☐ Party A	☐ Party B
New Year's Day	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Spring Vacation	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Easter	☐ Party A	☐ Party B	☐ Party A	☐ Party B
4th of July	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Halloween	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Veteran's Day	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Thanksgiving	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Hanukkah	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Christmas Eve	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Christmas Day	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Winter Break	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Child's Birthday	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Mother's Day	☐ Party A	☐ Party B	☐ Party A	☐ Party B
Father's Day	☐ Party A	☐ Party B	☐ Party A	☐ Party B

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☐ Each parent may have the children on his or her birthday.

☐ Three-day weekends which include Martin Luther King Day, Presidents' Day, Memorial Day, Labor Day, Columbus Day, the children will remain in the care of the parent who has the minor children for the weekend.

☐ Other Holidays (Describe the other holidays and the arrangement):

_____

☐ Telephone Contact: Each parent may have telephone contact with the minor children during the children's normal waking hours, OR: (Explain)

_____

☐ Other (Explain):

_____

E. PARENTAL ACCESS TO RECORDS AND INFORMATION: Under Arizona law (A.R.S. § 25-403.06), unless otherwise provided by court order or law, on reasonable request, both parents are entitled to have equal access to documents and other information concerning the minor children's education and physical, mental, moral and emotional health including medical, school, police, court and other records.

- A person who does not comply with a reasonable request for these records shall reimburse the requesting parent for court costs and attorney fees incurred by that parent to make the other parent obey this request.
- A parent who attempts to restrict the release of documents or information by the custodian of the records without a prior court order is subject to legal sanctions.

F. MEDICAL AND DENTAL ARRANGEMENTS:

☐ Both parents have the right to authorize emergency medical treatment, if needed, and the right to consult with physicians and other medical practitioners. Both parents agree to advise the other parent immediately of any emergency medical/dental care sought for the minor children, to cooperate on health matters concerning the children and to keep one another reasonably informed. Both parents agree to keep each other informed as to names, addresses and telephone numbers of all medical/dental care providers.

☐ Both parents will make major medical decisions together, except for emergency situations as noted above. (optional) ☐ If the parents do not reach an agreement, then:

_____

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☐ Major medical/dental decisions will be made by ☐ Party A ☐ Party B after consulting the other parent.

G. RELIGIOUS EDUCATION ARRANGEMENTS: (Choose ONE)

☐ Each parent may take the minor children to a church or place of worship of his or her choice during the time that the minor children is/are in his or her care.

☐ Both parents agree that the minor children may be instructed in the faith.

☐ Both parents agree that religious arrangements are not applicable to this plan.

H. ADDITIONAL ARRANGEMENTS AND COMMENTS:

☐ NOTIFY OTHER PARENT OF ADDRESS CHANGE. Each parent will inform the other parent of any change of address and/or phone number in advance OR within _____ days of the change.

☐ NOTIFY OTHER PARENT OF EMERGENCY. Both parents agree that each parent will promptly inform the other parent of any emergency or other important event that involves the minor children.

☐ TALK TO OTHER PARENT ABOUT EXTRA ACTIVITIES. Each parent will consult and agree with the other parent regarding any extra activity that affects the minor children's access to the other parent.

☐ ASK OTHER PARENT IF HE/SHE WANTS TO TAKE CARE OF CHILDREN. Each parent agrees to consider the other parent as care-provider for the minor children before making other arrangements.

☐ OBTAIN WRITTEN CONSENT BEFORE MOVING. Neither parent will move with the minor children out of the Phoenix metropolitan area without prior written consent of the other parent, or a court-ordered Parenting Plan. A.R.S. 25-408 (B)

☐ COMMUNICATE. Each parent agrees that all communications regarding the minor children will be between the parents and that they will not use the minor children to convey information or to set up parenting time changes.

☐ METHOD OF COMMUNICATION. Each parent agrees to use the following means of communication:

_____

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☐ FREQUENCY OF COMMUNICATION. Each parent agrees to communicate regarding the child(ren) on a regular basis. That communication schedule will be

_____

and will be by the following methods: ☐ Phone ☐ Email ☐ Other

☐ PRAISE OTHER PARENT. Each parent agrees to encourage love and respect between the minor children and the other parent, and neither parent shall do anything that may hurt the other parent's relationship with the minor children.

☐ COOPERATE AND WORK TOGETHER. Both parents agree to exert their best efforts to work cooperatively in future plans consistent with the best interests of the minor children and to amicably resolve such disputes as may arise.

☐ NOTIFY OTHER PARENT OF PROBLEMS WITH TIME-SHARING AHEAD OF TIME. If either parent is unable to follow through with the time-sharing arrangements involving the minor child(ren), that parent will notify the other parent as soon as possible.

☐ PARENTING PLAN. Both parents agree that if either parent moves out of the area and returns later, they will use the most recent "Parenting Plan/Access Agreement" in place before the move.

☐ MEDIATION. If the parents are unable to reach a mutual agreement regarding a legal change to their parenting orders, they may request mediation through the court or a private mediator of their choice.

NOTICE: Do not deviate from Parenting Plan until dispute is resolved.

Both parents are advised that while a dispute is being resolved, neither parent shall deviate from this Parenting Plan, or act in such a way that is inconsistent with the terms of this agreement.

Once this Plan has been made an order of the Court, if either parent disobeys the court order related to parenting time with the children, the other parent may submit court papers to request enforcement. See the Law Library Resource Center packets to enforce a court order.

PART 2: SIGNATURE OF ONE OR BOTH PARENTS (as instructed on page 1)

Signature of Party A: _____ Date: _____

Signature of Party B: _____ Date: _____

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PART 3: STATEMENT REGARDING CONTACT WITH SEX OFFENDERS AND PERSONS CONVICTED OF DANGEROUS CRIMES AGAINST CHILDREN.

According to A.R.S. §25-403.05, a child's parent or custodian must immediately notify the other parent or custodian if the person knows that a convicted or registered sex offender or someone who has been convicted of a dangerous crime against children may have access to the child.

The parent or custodian must provide notice (by first class mail, return receipt requested, by electronic means to an electronic mail address that the recipient provided) to the parent or custodian for notification purposes or by another form of communication accepted by the court.

According to A.R.S. § 13-705 (P) (1), "Dangerous crime against children" means any of the following that is committed against a minor who is under fifteen years of age:

(a) Second degree murder.
(b) Aggravated assault resulting in serious physical injury or involving the discharge, use or threatening exhibition of a deadly weapon or dangerous instrument.
(c) Sexual assault.
(d) Molestation of a child.
(e) Sexual conduct with a minor.
(f) Commercial sexual exploitation of a minor.
(g) Sexual exploitation of a minor.
(h) Child abuse as prescribed in section 13-3623, subsection A, paragraph 1.
(i) Kidnapping.
(j) Sexual abuse.
(k) Taking a child for the purpose of prostitution as prescribed in section 13-3206.
(l) Child prostitution as prescribed in section 13-3212.
(m) Involving or using minors in drug offenses.
(n) Continuous sexual abuse of a child.
(o) Attempted first degree murder.
(p) Sex trafficking.
(q) Manufacturing methamphetamine under circumstances that cause physical injury to a minor.
(r) Bestiality as prescribed in section 13-1411, subsection A, paragraph 2.
(s) Luring a minor for sexual exploitation.
(t) Aggravated luring a minor for sexual exploitation.
(u) Unlawful age misrepresentation.

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Case No. _____

PART 3: SIGNATURE OF ONE OR BOTH PARENTS (as instructed on page 1)

I/We have read, understand, and agree to abide by the requirements of A.R.S. § 25-403.05 concerning notification of other parent or custodian if someone convicted of dangerous crime against children may have access to the child.

Signature of Party A: _____ Date: _____

Signature of Party B: _____ Date: _____

PART 4: JOINT LEGAL DECISION-MAKING AGREEMENT (IF APPLICABLE):

A. DOMESTIC VIOLENCE: Arizona Law (A.R.S. § 25-403.03) states that joint legal decision-making authority shall NOT be awarded if there either has been "significant domestic violence" pursuant to A.R.S. § 13-3601 OR "a significant history of domestic violence."

☐ Domestic Violence has not occurred between the parties, OR

☐ Domestic Violence has occurred between the parties, but one of the following applies: (1) it has not been "significant domestic violence"; (2) there has not been a "significant history of domestic violence, (3) and/or domestic violence has been committed by both parties.*

B. DUI or DRUG CONVICTIONS: (A.R.S. § 25-403.04)

☐ Neither party has been convicted of driving under the influence or a drug offense within the past 12 months, OR

☐ One of the parties HAS been convicted of driving under the influence or a drug offense within the past 12 months, but the parties feel Joint Legal Decision-making is in the best interest of the children.*

* IF THERE HAS BEEN DOMESTIC VIOLENCE OR A DUI OR DRUG CONVICTION:

Explain below why Joint Legal Decision-making is still in the best interest of the children.

_____

_____

_____

_____

_____

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C. JOINT LEGAL DECISION-MAKING AGREEMENT: If the parents have agreed to joint legal decision-making, the following will apply, subject to approval by the Judge:

1. REVIEW: The parents agree to review the terms of this agreement and make any necessary or desired changes every _____ month(s) from the date of this document.

2. CRITERIA. Our joint legal decision-making agreement meets the criteria required by Arizona law A.R.S. § 25-403.02, as listed below:

   a. The best interests of the minor children are served;
   b. Each parent's rights and responsibilities for personal care of the minor children and for decisions in education, health care and religious training are designated in this Plan;
   c. A practical schedule of the parenting time for the minor children, including holidays and school vacations is included in the Plan;
   d. A procedure for the exchange(s) of the child(ren) including location and responsibility for transportation.
   e. The Plan includes a procedure for periodic review;
   f. The Plan includes a procedure by which proposed changes, disputes and alleged breaches may be mediated or resolved.
   g. A procedure for communicating with each other about the child, including methods and frequency.

PART 4: SIGNATURES OF BOTH PARENTS REQUESTING JOINT LEGAL DECISION-MAKING AUTHORITY (as instructed on page 1)

Signature of Party A: _____ Date: _____

Signature of Party B: _____ Date: _____

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Case No. _____

This signature page belongs to the form titled "Parenting Plan" and cannot be used with any other documents.

PART 5: AFFIDAVITS

I declare under penalty of perjury the foregoing is true and correct.

_____ _____

Petitioner's/Party A's Signature Date

STATE OF _____

COUNTY OF _____

Subscribed and sworn to or affirmed before me this: _____
(Date)

by_____.

_____

(Notarial Officer's Stamp or Seal) Notarial Officer

_____ _____

Respondent's/Party B's Signature Date

STATE OF _____

COUNTY OF _____

Subscribed and sworn to or affirmed before me this: _____
(Date)

by_____.

_____

(Notarial Officer's Stamp or Seal) Notarial Officer

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Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

ATLAS Number: _____

Lawyer's Bar Number: _____

FOR CLERK'S USE ONLY

Representing ☐ **Self, without a Lawyer or** ☐ **Attorney for** ☐ **Petitioner OR** ☐ **Respondent**

SUPERIOR COURT OF ARIZONA
IN MARICOPA COUNTY

_____
Name of Petitioner/Party A

Case Number: _____

ATLAS Number: _____

and

_____
Name of Respondent/Party B

ORDER TO APPEAR REGARDING MOTION FOR TEMPORARY ORDERS

READ ME: This is an important court order that affects your rights. Read this order carefully.
If you do not understand this Order, contact a lawyer for help.

Based on the ***"Motion for Temporary Orders,"*** the documents filed with it, and pursuant to Arizona Law,

IT IS ORDERED THAT YOU _____ appear at the time and place stated below so the Court can determine whether the relief asked for in the ***"Motion for Temporary Orders"*** should be granted.

INFORMATION ABOUT COURT HEARING TO BE HELD:

NAME OF JUDICIAL OFFICER: _____

DATE AND TIME OF HEARING: _____

PLACE OF HEARING: MARICOPA COUNTY SUPERIOR COURT

ADDRESS OF HEARING: _____

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IT IS FURTHER ORDERED that a copy of this ***"Order to Appear"*** and a copy of the Motion and documents filed with the Motion shall be mailed immediately by the party initiating the action to parties *who have appeared* in this action, and that a copy shall be *served on* the parties who are required to appear who have not, in accordance with Arizona Rules of Family Law Procedure, Rules 40-43, 47.

NOTICE:

FAILURE TO APPEAR at the hearing may result in the court issuing a **CHILD SUPPORT OR CIVIL WARRANT FOR YOUR ARREST**. If you are arrested, you may be **HELD IN JAIL** for up to 24 hours before you see a judge.

Requests for reasonable accommodation for persons with disabilities must be made to the division assigned to the case by the party needing accommodation or his/her counsel at least three (3) judicial days in advance of a scheduled proceeding.

Requests for an interpreter for persons with limited English proficiency must be made to the division assigned to the case by the party needing the interpreter and/or translator or his/her counsel at least ten (10) judicial days in advance of a scheduled court proceeding.

DONE IN OPEN COURT: _____.

_____
Judge/Commissioner of the Superior Court

READ ME. This is a 15 minute proceeding with the Court. The Court will determine if more time is needed. **All parties, whether represented by attorneys or not, must be present.** If there is a failure to appear, the Court may make such orders as are just, including granting the relief requested by the party who does appear. If the petition seeks to establish, modify or enforce child support, and you fail to appear as ordered, a child support arrest warrant may be issued for your arrest.

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