

LAW LIBRARY RESOURCE CENTER

Procedures: How to get your order to modify signed by the judge

STEP 1 Make two (2) copies of the following documents\*:

- "Order Modifying Parenting Time and Child Support"*
- "Parenting Plan"*
- "Child Support Order" (if applicable)*
- "Order Stopping Income Withholding Order" (if applicable)*

STEP 2 Separate your documents three (3) sets: One set of Originals and Two sets of copies:

<p>Set 1 (Originals):</p> <ul style="list-style-type: none"><li><i>"Order Modifying Parenting Time and Child Support"</i></li><li><i>"Parenting Plan"</i></li><li><i>"Child Support Order" (if applicable)</i></li><li><i>"Order Stopping Income Withholding Order"</i></li><li><i>"Current Employer Information Sheet" (for current payor)</i></li><li><i>"Current Employer Information Sheet" (for new payor)</i></li></ul>	<p>Set 2 (Copies for you)</p> <ul style="list-style-type: none"><li><i>"Order Modifying Parenting Time and Child Support"</i></li><li><i>"Parenting Plan"</i></li><li><i>"Child Support Order" (if applicable)</i></li><li><i>"Order Stopping Income Withholding Order"</i></li></ul>
---	---

<p>Set 3 (Copies for other party)</p> <ul style="list-style-type: none"><li><i>"Order Modifying Parenting Time and Child Support"</i></li><li><i>"Parenting Plan"</i></li><li><i>"Child Support Order" (if applicable)</i></li><li><i>"Order Stopping Income Withholding Order"</i></li></ul>
---

STEP 3 Take the documents to your court default hearing or to your trial for the Judge to review and sign if he or she approves them.