

COMPLAINT FOR CUSTODY, PARENTING TIME, AND CHILD SUPPORT DUE TO JUVENILE COURT PROCEEDINGS

USE THIS SET OF FORMS ONLY IF:

- You have a neglect or abuse case pending in the Wayne County Juvenile Court
- You still have at least one child on this case that is under 18 years old
- Paternity has already been established either by the Court, a filed Affidavit of Parentage, or you are on the child(ren)'s Birth Certificate
- You want the Court to enter Orders for Custody, Parenting Time, and Child Support of the child(ren) in your case

NOTE: These instructions have been updated to reflect the current filing options. As filing options can change, please visit the Court's website at www.3rdcc.org/divisions/family-domestic/emergency-and-non-emergency-filings for the most up to date filing information.

This Complaint must be filed in the Coleman A. Young Municipal Center (CAYMC) building at Two Woodward Avenue, Detroit, MI 48226 in Room 201. It will cost you \$175.00 to file this Complaint (unless fees are waived-see below). The County Clerk's Office accepts cash; debit cards; MasterCard, American Express, and Discover credit cards; and certified checks or money orders made payable to the Wayne County Clerk.

If you cannot afford the filing fee, you can ask the Chief Judge for an Order waiving the filing fee. Fee Waiver forms can be obtained from Room 201 (CAYMC 2nd floor) or online [here](#). You must provide a copy of your State-issued photo ID card and proof of income and/or public assistance. Requests for Fee Waivers can be submitted in person at CAYMC or online using the Domestic Case Filings system. You cannot obtain a Fee Waiver by mail. If the Chief Judge waives your filing fee, the waiver is only good the same day as it is signed. You must file your motion the same day. Instructions on the different options to obtain a Fee Waiver may be found online at www.3rdcc.org/divisions/family-domestic/emergency-and-non-emergency-filings.

INSTRUCTIONS:

1. Fill out all of the attached forms; thoroughly and completely. Failure to do so may result in your filing being rejected or dismissed. You must complete the Case Inventory Form (MC 21), which lists all of your prior cases involving this minor child(ren). You may search your name on Odyssey Public Access at www.3rdcc.org/OPA or e-mail the Wayne County Record Room at wcrecordroom@waynecounty.com.
2. Write your Domestic Division Case number (including the two letters at the end) in the upper right corner of every page and your Juvenile Court Case number (including the two letters at the end) underneath it.
3. Always keep a copy of every paper you file with the Court and have them available at your hearing.

IF YOU ARE FILING ONLINE (RECOMMENDED):

1. The electronic filing system can be found at www.3rdcc.org/agency-resources. Click on Outside Agency Web Access under Applications Access to set up an account and to access the Domestic Case Filings System. Review User Guide for Domestic Case Electronic Filers under How to Tutorials for detailed instructions on how to access the system.
2. You will receive an email once your Complaint has been accepted for filing.
3. You will receive a hearing date in the mail.

IF YOU ARE FILING IN PERSON:

1. Take your original set of complaint, your copies, Form MC 21 (list of all prior cases), and your filing fees (or signed Order waiving filing fees) to the Wayne County Clerk in **Room 201 (CAYMC 2nd floor)**. You will be given case labels (stickers).
2. Put case labels (stickers) in the upper right corner of all original documents and only on pages 1 and 2 of each of your copies. Case labels are free and available in **Room 201**.
3. If you have an Order waiving your filing fees, give it the Clerk.
4. The Clerk will keep the original forms and have you pay at the Cashier counter.
5. You will receive a hearing date in the mail.

IF YOU ARE FILING BY MAIL:

1. Note: You cannot obtain a filing fee waiver by mail.
2. Write your Case Number in the upper right corner of every page.
3. Mail your original forms, 3 sets of copies and a money order or certified check for the filing fees to: **Wayne County Clerk, Room 201, Coleman A. Young Municipal Center, Detroit, MI 48226**.
4. Keep copies of everything you mail to the Court.
5. Include a Self-Addressed Stamped Envelope and a letter asking the County Clerk to mail you a receipt and a copy of your motion stamped "filed."
6. You will receive your hearing date by mail.

QUESTIONS?

For assistance in filing, call the Wayne County Clerk's Office of the Court at 313-224-6262 or visit: <http://www.3rdcc.org/divisions/family-domestic/emergency-and-non-emergency-filings>. The Wayne County Circuit Court cannot give you legal advice or help preparing documents. General Court Information can be found on the website: www.3rdcc.org.

For assistance in completing the paperwork, you may contact Lakeshore Legal Aid at (888) 783-8190 or William Booth Legal Aid Clinic at (313) 361-6340.

Failure to complete all of the above steps may result in delay or dismissal of your pleadings. The Court is required by law to use the Michigan Child Support Formula to set the child support amount, unless the Court finds that application of the formula would be unjust or inappropriate.

STATE OF MICHIGAN THIRD JUDICIAL CIRCUIT WAYNE COUNTY	COMPLAINT FOR CUSTODY, PARENTING TIME, AND CHILD SUPPORT DUE TO JUVENILE COURT PROCEEDINGS	CASE NO. (DC)
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2 Woodward Ave, Detroit, MI 48226

Plaintiff's name, address, telephone number and <u>email</u> :	v	Defendant's name, address, telephone number and <u>email</u> :

There is an action currently pending involving the family or family members who are subject to a juvenile court petition in case no. _____ and is assigned to Judge _____.

1. Mother is a resident of _____ County, State of _____.
2. Mother has has not been a resident in Michigan for at least 6 months and has has not been a resident of Wayne County for at least 10 days immediately preceding the filing of this Complaint.
3. Father is a resident of _____ County, State of _____.
4. Father has has not been a resident in Michigan for at least 6 months and has has not been a resident of Wayne County for at least 10 days immediately preceding the filing of this Complaint.
5. The minor child(ren) has has not continuously been a resident in Michigan for at least 6 months and has has not been a resident of Wayne County for at least 10 days immediately preceding the filing of this Complaint.
6. The parties are are not married to one another.
7. The Mother was was not married to another person at the time of the birth of the child(ren) and the child(ren) was was not born within 10 months of a Judgment of Divorce to another person.
8. Mother and Father have a minor child(ren) together. The complete name for each child is:
(Attach additional sheets if necessary)

9. Mother and Father acknowledged paternity by signing an Affidavit of Parentage or are listed on the Birth Certificate for the following minor child(ren):

10. Attached is a copy of the Affidavit of Parentage or Birth Certificate for each minor child listed. **A copy of the Affidavit of Parentage or Birth Certificate for each minor child must be attached as a pdf to confirm that paternity has been established.**
11. Pursuant to MCL 722.1209, you must complete and attach Uniform Child Custody Jurisdiction Enforcement Act Affidavit (MC 416) or this complaint will be dismissed.
12. **Physical Custody (party child primarily lives with):** Mother Father Both parties is/are fit and proper to have physical custody of the minor child(ren) of the parties and it is in the best interests of the minor child(ren) to award sole joint physical custody of the minor child(ren) to Mother Father Both parties.
13. **Legal Custody (important decisions involving child – medical; educational; religious):** Mother Father Both parties is/are fit and proper to make major decisions regarding the minor child(ren) of the parties and it is in the best interests of the minor child(ren) to award sole joint legal custody of the minor child(ren) to Mother Father Both parties.

STATE OF MICHIGAN THIRD JUDICIAL CIRCUIT WAYNE COUNTY	COMPLAINT FOR CUSTODY, PARENTING TIME, AND CHILD SUPPORT DUE TO JUVENILE COURT PROCEEDINGS	CASE NO. (DC)
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2 Woodward Ave, Detroit, MI 48226

Plaintiff's name, address, telephone number and email:	v	Defendant's name, address, telephone number and email:

14. **Parenting Time:** Mother Father is is not fit and proper for parenting time and it is in the best interests of the minor child(ren) to award reasonable specific supervised reserved parenting time.
15. The minor child(ren) need financial support, including health and hospitalization insurance, other medical support, and child-care expenses. Child support and other expenses should be calculated and ordered according to the Michigan Child Support Formula.

I REQUEST:

16. The Court award Mother Father Both parties be given sole joint physical custody of the minor child(ren).
17. The Court award Mother Father Both parties be given sole joint legal custody of the minor child(ren).
18. Mother Father is is not fit and proper for parenting time and it is in the best interests of the minor child(ren) to award reasonable specific supervised reserved parenting time.
19. The Court enter an Order for Child Support, including medical and child-care expenses, as calculated according to the Michigan Child Support Formula.
20. The parties be ordered to provide health and hospitalization insurance for the minor child(ren) and to pay medical, dental, orthodontic, and hospital expenses not covered by insurance, both permanently and while this action is pending.
21. Any other relief that the court deems fair and proper.

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

Date

Plaintiff

Date

Plaintiff's Attorney

STATE OF MICHIGAN CIRCUIT COURT - FAMILY DIVISION COUNTY	CONFIDENTIAL CASE INVENTORY (DOMESTIC RELATIONS AND JUVENILE CODE)	CASE NO. PETITION NO. JUDGE
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Plaintiff's name	v	Defendant's name
In the matter of _____		

Instructions: List any known pending or resolved family division cases involving the person(s) named in the complaint or petition or family members of the person(s) named in the complaint or petition. File the completed form with the complaint or petition, but do not attach or staple together. Complete and file additional sheets if necessary.

Examples of family division cases include personal protection orders, divorce, custody, paternity, child support, juvenile delinquency, and child protective proceedings. See MCL 600.1021 for a complete list.

Note: This form is confidential and not to be served on other parties in this case.

Court information (name, number, and county/state) <input type="checkbox"/> This court <input type="checkbox"/> Other court or tribunal:		
Case name	Case/File no.	
Assigned judge	Case status <input type="checkbox"/> Pending <input type="checkbox"/> Resolved	Are support or custody/parenting time orders in effect? <input type="checkbox"/> Support <input type="checkbox"/> Custody/Parenting Time

Court information (name, number, and county/state) <input type="checkbox"/> This court <input type="checkbox"/> Other court or tribunal:		
Case name	Case/File no.	
Assigned judge	Case status <input type="checkbox"/> Pending <input type="checkbox"/> Resolved	Are support or custody/parenting time orders in effect? <input type="checkbox"/> Support <input type="checkbox"/> Custody/Parenting Time

Court information (name, number, and county/state) <input type="checkbox"/> This court <input type="checkbox"/> Other court or tribunal:		
Case name	Case/File no.	
Assigned judge	Case status <input type="checkbox"/> Pending <input type="checkbox"/> Resolved	Are support or custody/parenting time orders in effect? <input type="checkbox"/> Support <input type="checkbox"/> Custody/Parenting Time

Court information (name, number, and county/state) <input type="checkbox"/> This court <input type="checkbox"/> Other court or tribunal:		
Case name	Case/File no.	
Assigned judge	Case status <input type="checkbox"/> Pending <input type="checkbox"/> Resolved	Are support or custody/parenting time orders in effect? <input type="checkbox"/> Support <input type="checkbox"/> Custody/Parenting Time

_____ Date

_____ Signature

STATE OF MICHIGAN JUDICIAL CIRCUIT COUNTY	VERIFIED STATEMENT	CASE NO. and JUDGE
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Friend of the court address

Telephone no.

Information about you:							
1. Last name		First name		Middle name		2. Any other names by which you have been known	
3. Date of birth			4. Social security number			5. Driver's license number and state	
6. Mailing address and residence address (if different)							
7. E-mail address							
8. Eye color	9. Hair color	10. Height	11. Weight	12. Race	13. Gender	14. Scars, tattoos, etc.	
15. Mobile telephone no.		16. Home telephone no.		17. Work telephone no.		18. Occupation	
19. Business/Employer's name and address						20. Gross weekly income	
21. Did you apply for or receive public assistance? If yes, please specify kind and case number. <input type="checkbox"/> Yes <input type="checkbox"/> No							
22. Any other country(ies) of citizenship:			23. Foreign/international identifying number(s) and source(s) (driver's license, passport, social/tax no., etc.)				

Information about the other parent in this case:							
24. Last name		First name		Middle name		25. Any other names by which parent has been known	
26. Date of birth			27. Social security number			28. Driver's license number and state	
29. Mailing address and residence address (if different)							
30. E-mail address							
31. Eye color	32. Hair color	33. Height	34. Weight	35. Race	36. Gender	37. Scars, tattoos, etc.	
38. Mobile telephone no.		39. Home telephone no.		40. Work telephone no.		41. Occupation	
42. Business/Employer's name and address						43. Gross weekly income	
44. Did this parent apply for or receive public assistance? If yes, please specify kind and case number. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure							
45. Any other country(ies) of citizenship:			46. Foreign/international identifying number(s) and source(s) (driver's license, passport, social/tax no., etc.)				

Information about the minor child(ren):					
47. a. Name and sex of minor child in case	M/F	b. Birth date	c. Age	d. Soc. sec. no.	e. Residential address
48. a. Name and sex of other minor child of either party	M/F	b. Birth date	c. Age	d. Residential address	
49. Health care coverage available for each minor child					
a. Name of minor child	b. Name of policy holder		c. Name of insurance Co./HMO	d. Policy/Certificate/Contract/Group No.	
50. Name(s) and address(es) of person(s) other than parties, if any, who may have custody of child(ren) during pendency of this case.					

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

Date

Signature

You are required to notify friend of the court, in writing, if any of your public assistance information changes before your judgment is entered. If you want child support services, complete form DHS-1201D. DHS-1201D is available online at <https://www.courts.michigan.gov/49752a/siteassets/forms/scao-approved/dhs1201d.pdf>. Or you may request a copy from your local friend of the court office.

APPLICATION FOR IV-D CHILD SUPPORT SERVICES

(For Privately Filed Domestic Relations Cases Only)

State of Michigan
Friend of the Court

FOR OFFICE USE ONLY

App Request
Date

App Returned
Date

IV-D Case
Number

Instructions: This is an application for IV-D child support services, and is intended only for parents filing a domestic relations case (divorce, annulment, separate maintenance, paternity, or custody) on their own or through their own attorney. This form is not intended for people without children or those who are not a party to a domestic relations case. This application is designed to be used with a Verified Statement, Judgment Information Form, or other similar court form.

AUTHORITY: 45 Code of Federal Regulations 302.33. **Completion of this application for IV-D child support services is voluntary.**

Domestic Relations Filing/Docket Number (if available)

Who does the child(ren) live with most of the time? (This information is used for administrative purposes only and has no impact on any pending custody hearings.)

What is your relationship to the child(ren) for whom you are applying for child support services?

Mother

Father

Both

Mother

Father

A. Mother's Information

Mother's Name (First, Middle, Last)	Mother's Social Security Number
Mother's Mailing Address (Street, City, State, Zip Code)	Mother's Telephone Number

B. Father's Information

Father's Name (First, Middle, Last, Suffix)	Father's Social Security Number
Father's Mailing Address (Street, City, State, Zip Code)	Father's Telephone Number

C. Family Violence Disclosure

I believe that disclosure of my address or other identifying information may result in physical or emotional harm to me or the child(ren). If yes, additional information will be requested by Friend of the Court staff.

Yes No

D. Acknowledgement for Child Support Recipient

If I am sent money in error or overpaid, the Michigan IV-D child support program will take action to correct this error. By checking the "yes" box below, I give the IV-D program permission to pay back the error or overpayment by keeping 25% (or otherwise as directed below) from my future child support payments. If I later change my mind, I must contact the Friend of the Court office. Failure to check "yes" has no effect on my eligibility for IV-D child support services.

Yes (Check one if different than 25%) 10% 50%

No, please contact me before you try to recover an amount from my support payments.

E. Acknowledgement for Applicant

I understand that I must provide my Social Security number pursuant to the Social Security Act, 42 USC 66(a)(13), in order for Michigan's child support program to provide services.

I have received or have had an opportunity to review a copy of DHS-Pub-748, *Understanding Child Support: A Handbook for Parents*, at www.michigan.gov/childsupport in the Popular Forms section. I understand that I can also ask for a printed copy from the Friend of the Court.

I request child support services available under Title IV-D of the Social Security Act for the child(ren) listed in my domestic relations court filing (refer to DHS-Pub-748 for a list of available services).

Applicant or Attorney of Record Signature (Signature is required)

Applicant or Attorney of Record Printed Name

Date

If signed by an attorney, (s)he is acting on behalf of _____

Printed Name (Required)

The Michigan Department of Health and Human Services (MDHHS) does not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, genetic information, sex, sexual orientation, gender identity or expression, political beliefs or disability.

Return this completed application to your local Friend of the Court Office

STATE OF MICHIGAN JUDICIAL DISTRICT JUDICIAL CIRCUIT COUNTY PROBATE	FEE WAIVER REQUEST	CASE NO. and JUDGE
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Court address _____ **Court telephone no.** _____

Plaintiff/Petitioner's name, address, and telephone no.	v	Defendant/Respondent's name, address, and telephone no.
Plaintiff/Petitioner's attorney, bar no., address, and telephone no.		Defendant/Respondent's attorney, bar no., address, and telephone no.

In the matter of _____

Instructions: Complete this form and file it with the court. After you receive a decision on your request, you must serve your request and the decision on the other party(ies).

I request a waiver of my filing fees for the following reason: (Check 1, 2, or 3)

- 1. I receive the following type(s) of public assistance because of indigence:
 - Food Assistance Program through the State of Michigan (also known as FAP or SNAP)
 - Medicaid (including Healthy Michigan, CHIP, and ESO)
 - Family Independence Program through the State of Michigan (also known as FIP or TANF)
 - Women, Infants, and Children benefits (WIC)
 - Supplemental Security Income through the federal government (SSI)
 - Other means-tested public assistance: _____

My public assistance case number(s) (if any) is _____
Write "none" if no case number. Do not write your SSN.

- 2. I am represented by a legal services program or I receive assistance from a law school clinic because of indigence. The name of the legal services program or law school clinic is _____

- 3. I am unable to pay the fees and I did not check item 1 or 2 above.
 My gross household income is \$ _____ every _____
Week/Two weeks/Month/Year
 The number of people in my household is _____
 My source of income is _____
 List assets and their worth, such as bank accounts. If you need more space, attach a separate sheet.

List obligations and how much you pay, such as rent or other debts. If you need more space, attach a separate sheet.

I declare under the penalties of perjury that this request has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

 Date Signature

CLERK WAIVER

1. Payment of filing fees is waived.

Signature of court clerk and date

ORDER

IT IS ORDERED:

1. Payment of filing fees is waived because:
- a. Your gross household income is under 125% of the federal poverty guidelines.
 - b. Your gross household income is above 125% of the federal poverty guidelines, but payment of the fees would constitute a financial hardship for you.
 - c. Other:

If you become able to pay the fees before this case is resolved, you must notify the court.

2. The fee waiver request is denied because:
- a. Your gross household income is above 125% of the federal poverty guidelines and payment of the fees would not constitute a financial hardship for you.
 - b. Other:

Judge/Magistrate (when authorized) signature and date

NOTICE

IF YOUR REQUEST WAS DENIED: To continue your case and preserve your filing date, you have 14 days from the issue date below to pay the filing fees or request a review. To request a review, fill out a Request for Review of Denied Fee Waiver (form MC 114) and file it with the court.

Issue date (completed by clerk)