

HOW DO I CHANGE MY PARENTING TIME?

If you want to change your current parenting time order, you need to file a Motion to Change Parenting Time (form [FD/FOC 4031](#)). A copy of the existing parenting time order must be attached to the Motion.

- The form is available electronically ([FD/FOC 4052](#)) or in person at the Friend of the Court Office, Information Services Department, 645 Griswold, 2nd Floor, Detroit, MI.
- The Court has defined “reasonable parenting time” in the Wayne County Circuit Court Co-Parenting Plan. This information can be found on the Court’s website at: www.3rdcc.org.
- File the Motion and supporting documents in the domestic Clerk’s office, CAYMC Room 928.
- There is a \$100 fee to file this Motion. If you cannot afford this fee, you may file a request to waive the fee. The Clerk can provide the fee waiver form and you will take that to the Chief Judge’s Courtroom, 701 CAYMC for approval.
- After you file the Motion, you must take two sets of copies of your request and supporting documents to the FOC Scheduling Office in CAYMC Room 900A.
- The FOC Scheduling Office will schedule a hearing in front of the Parenting Time Referee.
- Parenting time issues will be heard on the dedicated Parenting Time docket in CAYMC Courtroom 1501.
- The Referee may refer both of you to an on-site mediator to help resolve your parenting time disagreement.
- The Referee will issue a written recommendation. If neither party files written objections with the Judge assigned to the case within 21 days, that recommendation will be signed by the Judge and become your new parenting time order.

You may contact the Call Center at (313) 224-5300 or email the FOC at FOC-Help@3rdcc.org for further information. Call (313) 224-5249 for information about on-site free legal assistance at the Court provided by the William Booth Legal Aid Clinic.