



Wayne County Friend of the Court

Public Information Packet

Visit our website at www.3rdcc.org for updates

To speak to a Friend of the Court representative regarding your Friend of the Court case, please call 1-844-785-7593.

Those needing TTY services may call 1-833-936-2889.

To reach the State of Michigan's Interactive Voice Response (IVR) system, call 1-877-543-2660. When asked for the County, enter 929. This system gives automated access to some payment and enforcement information for persons who have signed up for a PIN for their case.



THIRD CIRCUIT COURT - FAMILY DOMESTIC DIVISION FRIEND OF THE COURT CUSTOMER SERVICE INFORMATION

The Friend of the Court offers the following customer service options to access case information, make a payment, or speak to a child support professional:

Use your phone's camera or QR code reader to scan the QR codes to access the websites.



- You may schedule a virtual appointment with a Friend of the Court customer service representative online at www.3rdcc.org/divisions/friend-of-the-court/friend-of-the-court-customer-service. You must have an updated internet browser to connect to this meeting virtually. Google Chrome and Microsoft Edge are preferred.
- You may walk into the Friend of the Court Customer Service area on the 1st Floor of the Penobscot Building located at 645 Griswold St., Detroit, MI 48226 on Mondays, Tuesdays, or Thursdays only, 8:30 a.m. to 4:30 p.m. (must be in line by 4:15 p.m.).
- You may call the Friend of the Court Call Center at (844) 785-7593 to speak with a customer service representative. The Call Center offers a courtesy call back option. Those needing TTY services may call 7-1-1.
- You may call the Michigan State Disbursement Unit at (877) 543-2660 for payment information only.



- You may access your child support case online by signing up for MiChildSupport at www.michigan.gov/michildsupport.
- Respondents seeking to resolve a Friend of the Court civil child support warrant may walk into the Friend of the Court Customer Service area on Mondays, Tuesdays, or Thursdays only from 8:30 a.m. to 12:00 p.m. Respondents should be prepared to make a payment and a commitment to make future payments.



- If you have experienced a change in income, you may request a FOC support review by mailing a written request to P.O. Box 829, Detroit, MI 48231. You may also file a motion to modify child support. Forms are available at www.3rdcc.org.



- You may make child support payments by:
 - Mail to the MiSDU, P.O. Box 30351, Lansing, MI 48909-7851
 - Online at www.misdu.com or www.govpaynow.com
 - Phone at (888) 604-7888
 - PayNearMe to make payments at 7-Eleven, Family Dollar, or CVS. See www.paynearme.com for more information.
 - MoneyGram to make payments at Walmart or CVS. See www.moneygram.com/billpaylocations for more information.
 - In person at the Friend of the Court, 1st floor Penobscot Building, 645 Griswold St., Detroit, MI 48226, Monday – Friday, 8:30 a.m. to 4:00 p.m. (must be in line by 3:45 p.m.)
- Attorneys may contact a Friend of the Court child support worker by telephone at (313) 224-5295 or email at focattorneyline@3rdcc.org.



- For additional information, please see the Friend of the Court Frequently Asked Questions at www.3rdcc.org/divisions/friend-of-the-court/friend-of-the-court-faq.



FRIEND OF THE COURT (FOC) INFORMATIONAL SHEET

A. Where can you obtain information about your FOC case?

OPTIONS	LOCATION	HOURS
In-Person	Information Service Area 1 st Floor Penobscot Building 645 Griswold, Detroit, MI 48226	Monday, Tuesday, & Thursday Only 8:30 AM – 4:30PM (You must be in line by 4:15 pm)
Virtual Appointment	Visit www.3rdcc.org/divisions/friend-of-the-court to schedule	Wednesday & Friday Only 8:30 AM – 4:30 PM
By Phone	1-844-785-7593 or 1-877-543-2660 TTY: 7-1-1	Monday – Friday 8:30 AM – 4:30 PM
Website	https://www.michigan.gov/michildsupport	Anytime

B. Where can you obtain court forms?

OPTIONS	LOCATION	HOURS
In-Person	Information Service Area 1 st Floor Penobscot Building 645 Griswold, Detroit, MI 48226	Monday, Tuesday, & Thursday Only 8:30 AM – 4:30 PM
In-Person	Room 900A Coleman A. Young Municipal Center 2 Woodward Ave., Detroit, MI 48226	Monday – Friday 8:30 AM – 4:30 PM
Website	Third Circuit Court Website www.3rdcc.org/forms	Anytime

C. Where do you report for hearings?

HEARING TYPE	WHERE TO REPORT	HOURS
Friend of The Court Bench Warrant	Information Service Area 1 st Floor Penobscot Building 645 Griswold, Detroit, MI 48226	Monday, Tuesday, & Thursday Only 8:30 AM – 12:00 PM
Felony Non-Support Hearing	Wayne County Criminal Justice Center 5301 Russell St., 1 st Floor C. 1126, Detroit, MI 48211	For Violation of Probation Warrants, Preliminary Examination, Docket Conference OR Trial Monday – Friday 9:00 AM
	or Assigned Trial Courtroom	Trials In the Assigned Judge's Courtroom at the date and time of the Notice of Hearing

D. How do you file and schedule motion hearings?

HEARING TYPE	WHERE TO REPORT	HOURS
Fee Waivers	Coleman A. Young Municipal Center Chief Judge - Courtroom 701 2 Woodward Avenue Detroit, MI 48226	Monday – Friday 8:30 a.m. – 12:30 p.m. and 2:00 – 4:30 p.m.
Friend of The Court To File and Schedule Motions View Full Directions At http://www.3rdcc.org/divisions/family-domestic/emergency-and-non-emergency-filings	To File – Room 201 Coleman A. Young Municipal Center OR online www.3rdcc.org/agency-resources	Monday & Thursday Only for In Person 8:00 AM – 12:00 PM and 1:00 – 4:00 PM (must be in line by 3:30 pm)
	To Schedule – Room 900a Coleman A. Young Municipal Center OR online https://www.3rdcc.org/efiling/epraecipe	Monday & Thursday Only for In Person 8:30 AM – 12:00 PM and 1:00 – 4:30 PM (must be in line by 4:15 pm)
Consent Hearings	Visit www.3rdcc.org/divisions/friend-of-the-court to schedule	Tuesdays 8:30 – 11:30 A.M.

E. How do you make a support payment? (You need to provide party names and case number(s)):

In Person: 1 st Floor of Penobscot Building (Credit/Debit Cards, Cash or Money Orders Only) Monday – Friday 8:30 AM – 4:00 PM (must be in line by 3:45 pm)	By Mail: Michigan MISDU P.O. Box 30351 Lansing, MI 48909 (Money Orders/Personal Checks)	By Phone: 1-888-604-7888 24 Hours a day, 7 Days a week (English and Spanish)
MoneyGram At your nearest CVS or Walmart www.moneygram.com/billpaylocations	ONLINE: allpaid.com (Credit/Debit Card Payments)	PayNearMe: At your nearest 7- Eleven, Family Dollar, or CVS www.paynearme.com

F. Where can I get additional resources for assistance?

<u>William Booth Legal Aid Clinic:</u> 313-361-6340 Every Thursday of the month EXCEPT the 1 st Thursday at 12:00 p.m. Coleman A. Young Municipal Center 2 Woodward Avenue, Suite 784 Detroit, MI 48226	<u>Michigan Legal Self-Help Center</u> Monday through Friday 9:00 a.m. to 3:00 p.m. (must be in line by 1:30 p.m.) Coleman A. Young Municipal Center 2 Woodward Avenue, Suite 1911, Detroit, MI 48226	<u>Lakeshore Legal Aid</u> www.lakeshorelegalaid.org 888-783-8190	<u>Detroit Bar Association Legal Services Clinic</u> www.detroitlawyer.org
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**THIRD CIRCUIT COURT - FAMILY DOMESTIC DIVISION
FRIEND OF THE COURT
OUTREACH INITIATIVES**

Walk-In Friend of the Court Assistance

Receive information and ask child support professionals questions regarding your Friend of the Court issues at the following locations:

UAW Region 1A Local 174

Laura Dickerson, Regional Director
9650 S. Telegraph Road, Taylor, MI 48180
(313) 291-2750
Held Every 1st Friday of the Month
9:00 a.m. to 3:00 p.m.

ACCESS:

Arab Community Center for Economic & Social Services

6450 Maple Street, Dearborn, MI 48126
(313) 216-2200
Held Every 2nd Friday of the Month
9:00 a.m. to 3:00 p.m.

Focus: HOPE

1400 Oakman Boulevard, Detroit, MI 48238
(313) 494-4300
Held Every 3rd Wednesday of the Month
9:00 a.m. to 3:00 p.m.

Wayne County Free Child Support Help Program:

Meet One-on-One with an Attorney

Wayne County Community College District
Northwest Campus

Denise Wellons-Glover Welcome Center
8200 West Outer Drive, Detroit, MI 48219

Held one Saturday every April and October
1:00 p.m. – 4:00 p.m.

See www.3rdcc.org for dates

Any updates to the schedule or location of these events will be posted at www.3rdcc.org or parties may contact the Friend of the Court Call Center at 1 (844)785-7593.



**THIRD CIRCUIT COURT - FAMILY DOMESTIC DIVISION
FRIEND OF THE COURT
LEGAL PARTNER PROGRAMS**

1. The William Booth Legal Aid Clinic

A. Default Judgment of Divorce Clinic

Held Every 1st Thursday of the Month
The Salvation Army Harbor Light Center
3737 Lawton, Detroit, MI 48208
Doors open at 11:30 a.m. Parties must arrive by 11:30 a.m.
No late arrivals accepted. Clinic starts at 12:00 p.m.

Attorneys will help prepare all necessary Court documents for Default Judgment of Divorce.

Attorneys from the Clinic available to help **qualifying, low income, self-represented** parties prepare all necessary court documents for Default Judgment of Divorce in Wayne County.

Parties must bring valid photo identification, proof of income, case labels, and all documents related to the case, including the Complaint for Divorce, Friend of the Court Final Recommendation (DM only), and Fee Waiver (if applicable).

B. Legal Aid Clinic – All Family Law Issues (excluding Default Judgments)

Held Every Thursday (except the first Thursday of the month)
Coleman A. Young Municipal Center
Two Woodward Avenue, 7th floor, Training Room 784, Detroit, MI 48226
Doors open at 9:30 a.m. Parties must arrive by 11:30 a.m. Clinic starts at 12:00 p.m.

Free help with divorce and Friend of the Court issues. Attorneys from the Clinic available to help **qualifying, low income, self-represented** parties prepare Complaints, Motions, and Judgments. This clinic does not assist with Personal Protection Orders.

Parties must bring valid photo identification, proof of income, and all documents related to the case.

2. Michigan Legal Self-Help Centers

www.michiganlegalhelp.org

Coleman A. Young Municipal Center
19th Floor Room 1911
2 Woodward Ave., Detroit, MI 48226
Monday through Friday
9:00 a.m. to 3:00 p.m.
Visitors must sign-in by 2:00 p.m.

Self-Help Center staff are available to help you navigate this website which provides forms, instructions, and information you may use to assist you with your legal issues. This is a free resource for area residents who need to represent themselves in simple civil legal matters. The staff cannot provide legal advice.

3. Detroit Legal Services Clinic

Schedule free legal consultation with a member of the Detroit Bar Association online at
www.detroitlawyer.org/clinic

4. Lakeshore Legal Aid

www.lakeshorelegalaid.org
(888) 783-8190



**THIRD CIRCUIT COURT - FAMILY DOMESTIC DIVISION
FRIEND OF THE COURT (FOC)
CONSENT DOCKET INFORMATION**

FRIEND OF THE COURT CONSENT HEARING INFORMATION

The Wayne County Friend of the Court has created a special **CONSENT DOCKET** to hear cases in which the parties have resolved certain issues on their own and have agreed to come to court together to have these issues heard by a referee. The Consent Docket is a service provided by the Friend of the Court to speed up the **In Pro Per** (self-representation) hearing process and to reduce the number of motions filed. It is important to remember that although both parties are in agreement, the referee has the final decision to approve the agreement and to enter it as an order of the Court. The Consent Docket will be based upon referee availability and may be cancelled for unforeseen circumstances. All hearings will be held via Zoom until further notice. **DO NOT APPEAR AT THE COURTHOUSE FOR YOUR SCHEDULED HEARING.**

A **CONSENT HEARING** is designed to handle some of the following domestic relations issues:

- **CREDIT OF ARREARAGE**: this does not include arrears owed to the state, service fees, or processing fees
- **CHANGE OF PARENTING TIME**: modification of child support based on change of parenting time will not be addressed at the consent hearing; however, it is at the discretion of the referee
- **OTHER APPROPRIATE ISSUES**: such as: change in income withholding, etc.

The following are some of the issues that **CANNOT** be heard at a consent hearing:

- Change of Custody
- Change of Domicile
- Modification of the current monthly support or medical obligation. A party must file a motion.
- State Arrears cannot be credited or waived. A party may file the documents to request a payment plan for State owed arrears.
- Active public assistance cases or newly closed public assistance cases. State assistance cases must be closed for at least **90 days**.
- Direct pay of current support will not be permitted. A party may file the appropriate pleadings to seek that relief.
- Any matter if a license suspension notice has been mailed or a hearing has been scheduled
- Any matter if there is an active bench warrant
- Requests to change medical insurance provisions.
- Any issue deemed inappropriate by the consent referee or the Friend of the Court personnel.

CONSENT HEARING PROCEDURES

1. Appointments are on Tuesdays in half-hour increments, subject to availability.

2. **The party who scheduled the appointment must forward the confirmation email with the link to join the meeting to the other party.**
3. BOTH PARTIES must be present virtually at the time of the scheduled appointment. If both parties do not appear at the time of their appointment they may be asked to reschedule for another day.
4. You must have an updated internet browser to join the virtual appointment. Microsoft Edge and Google Chrome are preferred.
5. **Children are not allowed during the interview process or in the virtual courtroom with the referee.**
6. The maximum number of hearings per day is 7. Appointments must be scheduled at least a day in advance.
7. The length of time needed to complete the hearing process is unpredictable; therefore, parties should be prepared to wait.
8. To facilitate the hearing, you will be contacted by a Domestic Relations Specialist by telephone the week before your scheduled appointment to determine if your case meets the eligibility requirements for the Consent Docket.
9. Parties should be able to clearly define their agreement without prompting from the interviewer. **The interviewer cannot give legal advice.**
10. If the interviewer determines the parties are not eligible, they will not go before a referee. However, a motion can be filed.
11. If eligible, the parties will go before a referee via Zoom at the time of their scheduled appointment. The Domestic Relations Specialist will instruct the parties which referee will be hearing the case. The referee Zoom hearing rooms are located at:
<http://www.3rdcc.org/zoom/family-division-foc>
12. The parties will be asked to state the facts of their agreement and show any supporting documentation electronically via the courtroom email drop box if necessary.
13. If the referee approves the parties' agreement, then the referee will issue a Referee Recommendation and Order (RRO) incorporating the agreement, by consent, and indicating that the parties waive the right to object to the RRO.
14. To schedule an appointment for an interview with a Domestic Relations Specialist to determine eligibility for a consent hearing, go to the Court's website at <https://thirdjudicialcircuitofmichigan.setmore.com/> and select "FOC Consent Docket" (DO NOT select FOC Virtual Customer Service). Again, expect to receive a telephone call from a Domestic Relations Specialist the week before your appointment to screen for eligibility.



**THIRD CIRCUIT COURT - FAMILY DOMESTIC DIVISION
FRIEND OF THE COURT (FOC)
COURT REMINDER SERVICE**

COURT REMINDER SERVICE

Don't miss your hearing. Sign up for Court Reminder!

If you miss your hearing, the Court may:

- Dismiss your case or motion
- Issue a bench warrant for the respondent on a show cause hearing
- Modify custody, parenting time or support without your input
- Enter a default judgment making the defendant the legal father (genetic testing is not required)

Court Reminder Service is a free service that will send reminders by text or email of upcoming court hearings.

Sign up now at www.3rdcc.org/CourtReminderService

TEMPORARY PAYMENT COUPON
Michigan Department of Health and Human Services
Michigan State Disbursement Unit

ATTENTION CHILD SUPPORT PAYERS

Use this **temporary** coupon to make child support payments. Using this coupon for anything other than its intended use may result in payments not being properly applied. The MiSDU will send you monthly payment coupons to help you identify your support payments. Use this coupon until you receive your payment coupons in the mail.

Please visit the MiSDU website at www.misdu.com to learn more about making a one-time or recurring payment by credit or debit card on the MiSDU website.

TEMPORARY PAYMENT COUPON
Michigan State Disbursement Unit (MiSDU)

Name _____

Make checks payable to: **MiSDU**

Social Security Number _____

Amount enclosed with payment

Docket County _____

\$ _____

Docket Number _____

Mail payment to:

Include this coupon with your payment. DO NOT fold or staple this coupon.

MiSDU
PO Box 30351
Lansing, MI 48909-7851

Remember to record your docket number on the check.

DHS-831 (Rev. 11-20)

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MiSDU
PO Box 30351
Lansing, MI 48909-7851

Remember to record your docket number on the check.

DHS-831 (Rev. 11-20)

The Michigan Department of Health and Human Services will not exclude from participation in, deny benefits of, or discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, gender identification or expression, sexual orientation, partisan considerations, or a disability or genetic information that is unrelated to the person's eligibility.