

Cass County Friend of the Court

Law & Courts Building, 60296 M62 Suite 3, Cassopolis, Michigan 49031

Phone: (269) 445-4436

Fax: (269) 445-4435

INSTRUCTIONS AND CHECKLIST STIPULATION & ORDER RE: PARENTING TIME

These forms are to be used to ask the Circuit Court to establish or change custody and parenting time orders. Carefully read all instructions before starting to fill out the forms. Complete the Stipulation form by following the instructions in the order they are listed. Please type or print clearly on all forms.

Using the court papers from your case with the other parent:

- ρ (A) Locate the Case Number (sometimes called File # or Docket #) and put it in the Stipulation and Order forms in area (A).
- ρ (B) Look to see who is the PLAINTIFF and who is the DEFENDANT. Copy the names where the forms are labeled (B) the names. Insert the current address for each person below his or her name. If known, insert the phone numbers for the Plaintiff and the Defendant after each address.
- ρ (C) Carefully read your judgment or order to find out if there is an order regarding parenting time. If no order has been entered about these things, then check the first box at (C). If there is a parenting time order, then check the second box at (C), and fill in the date of the **most recent** order regarding custody or parenting time.
- ρ (D) Insert the names and dates of birth of the children as indicated.
- ρ (E) Check the box that best describes the parenting time (visitation) agreement you both have reached. If you have agreed to specific times during which parenting time will occur, attach a separate sheet of paper to the Stipulation stating exactly what you have agreed.
- ρ (F) Fill in the information requested about the Plaintiff.
- ρ (G) Fill in the information requested about the Defendant.
- ρ Both parties should date to sign the Stipulation.
- ρ Make three (3) copies of your stipulation. If you want your copies made at the Courthouse, you will be charged \$1.00 per page.
- ρ Take or mail the original Stipulation and Order and all three copies to the Cass County Friend of the Court office AT Law & Courts Building, 60296 M62 Suite 3, Cassopolis, Michigan, 49031, and ask for your Stipulation to be “entered”.

The Friend of the Court will further prepare your Stipulation and Order for consideration by the Judge.

If the Judge approves it, the FOC will file your new order once the Judge signs it, and will mail a copy to each party once the process is complete.

(B) Plaintiff's Name and Address:

Defendant's Name and Address:

- (C) There is currently no order regarding parenting time.
 On _____, a judgment or order was entered regarding parenting time.

(D) The names and dates of birth of the children are as follows:

Name

Date of Birth

(E) PARENTING TIME (aka Visitation)

[If you check more than 1 box in the Parenting Time section, or have failed to complete the checked section completely, your order will not be approved for entry by the Court.]

The Plaintiff Defendant shall have reasonable rights of parenting time with the minor children of the parties. Should the parties become unable to agree upon terms of reasonable parenting time which are not otherwise Court-ordered, then the Cass County Friend of the Court's written reasonable parenting time policy currently in effect when the need for clarification or conflict resolution arises shall be applied, until further Order of this Court.

The parenting time of Plaintiff Defendant shall be reserved at this time.

The Plaintiff Defendant shall have supervised parenting time with the minor children of the parties

a) The name of the person who will supervise the parenting time:

b) The relationship of that person to the children: _____

c) Where the parenting time will occur: _____

d) The days and times the parenting time will occur:

The Plaintiff Defendant shall have specific parenting time with the minor children of the parties as set forth below:

INTERNATIONAL PARENTING TIME

Parenting time shall not be exercised in a country that is not a party to the Hague convention on the civil aspects of international child abduction; however, this prohibition does not apply with both parents' written consent.

In the event a Personal Protection Order (PPO) exists between these parents, those specific provisions which limit or prohibit contact between these parties shall control the conduct of the parties during custody/parenting times. However, this order has priority over any PPO in the granting of custody and parenting time. The parties shall make alternative arrangements as may be necessary to execute all custody and parenting time ordered by the court, but so as not in a manner that would violate the terms of a PPO.

INALIENABLE RIGHTS OF CHILDREN

The parties shall cooperate to the maximum degree with respect to a child so as to advance the child's health, education and physical well being, and to allow the child the affection of both parties, and a sense of security.

Neither party will, directly or indirectly, influence the child so as to prejudice the child against the other party. The parties will endeavor to guide the child so as to promote an affectionate relationship between the child and the other parent.

The parents will cooperate with each other in carrying out the provisions of this order towards the child's best interests. Neither party shall do anything that may estrange the other party's relationship with the child or injure the child's opinion of the other party. Neither party shall hamper the development of an otherwise natural parent/child relationship between the child and the other party.

NOTICE REQUIREMENTS

Each party shall notify the FOC in writing of any change in their mail and/or residential

