

**Instructions for RESPONDING to
a Petition for Divorce – With Children- AGREE**

Read these directions carefully and completely.

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WARNINGS

- 1. These forms are basic forms for simple divorces. They do not deal with every situation. If your divorce is complicated, using legal forms without an attorney's help can harm your legal rights.**
- 2. The Clerk of the District Court cannot help you prepare these forms or give you legal advice. The Clerk can only give very limited information about the process. If you have any questions, you should contact an attorney.**
- 3. These forms are not for sale. *If you paid a company for these forms, contact the Attorney General's consumer complaint hotline and the Kansas Judicial Council.***
- 4. Courts require anyone filing a divorce case to follow court rules. Self-represented persons are expected to know the rules as if you were an attorney.**
- 5. If your spouse is active-duty military, you should consult an attorney because you must meet specific additional requirements.**
- 6. Property decisions are binding on you and your spouse and may not be changed. Agreements are NOT binding on, and do not affect the rights of anyone other than you and your spouse. Property includes all assets, real estate, personal property, liquid accounts, retirement accounts, and any other things that were owned by either spouse during the marriage. Agreements that are not binding can include mortgages, promissory notes, debt obligations or other contracts involving third persons or entities.**
- 7. If one spouse is to receive part of the other spouse's retirement benefits, additional documents may be needed to complete the transfer. Consult an attorney. This type of situation is too complicated for use of these forms.**

GENERAL INFORMATION

- ❖ To get a divorce in Kansas, you or your spouse must have lived in Kansas for at least sixty (60) days before the Petition for divorce is filed.
- ❖ Filing for divorce starts with filing certain documents, and paying a filing fee, with the Clerk of the District Court in the county where you or your spouse lives. The office of the Clerk of the District Court is in the county courthouse.
- ❖ Make sure to tell the Clerk of the District Court every time your mailing address changes.
- ❖ The Clerk of the District Court cannot help you prepare any legal documents or provide any legal advice.
- ❖ The district court where you file for divorce may have local court rules that apply to your case. Contact the Clerk of the District Court to ask how you can find a copy of the local court rules. Some courts have their local court rules available on their website.

COMMON TERMS

- ❖ **Case Caption** = The section above the title of every document is called the case caption. It says which county the case was filed in, the case number, and the names of the people involved in the case. The case number is assigned by the court when the Petition for Divorce is filed.

Example:

IN THE DISTRICT COURT OF <u>SMITH</u> COUNTY, KANSAS	
<i>In the Matter of the Marriage of</i>	
<u>John Doe</u> _____,	
and	Case No. <u>20 DM 555</u>
<u>Mary Doe</u> _____.	

- ❖ **Clerk of the District Court** = A person at the courthouse who is responsible for taking the papers you give to the court.
 - You can find the Clerk's phone number on the [Kansas Judicial Branch website](#).
- ❖ **Decree** = A final order of the Court.

- ❖ **File Stamped** = When you give documents to the Clerk of the District Court, the Clerk of the District Court will stamp each document showing that it was officially filed on the date printed on the stamp. The documents are now "file stamped." This stamp shows the documents were received by the Clerk of the District Court and are now part of the court's file.
- ❖ **Filing Fee (or Docket Fee)** = The money the person who files the Petition for Divorce pays to start the case.
- ❖ **Parties** = A general word meaning both Petitioner and Respondent.
- ❖ **Petitioner** = The person who files the Petition for Divorce.
- ❖ **Respondent** = The person served with a Petition for Divorce and who may file an Answer.
- ❖ **Real Estate Legal Description** = A legal description of a property is the geographical description of the real estate that identifies its precise location, boundaries, and any easements. You can get the legal description from the local Register of Deeds office.
- ❖ **Service of Process** = The procedure by which Petitioner gives appropriate notice of the legal action to the Respondent.

FORMS

To get a form online, go to www.kansasjudicialcouncil.org and click on the "Legal Forms" tab. Scroll down and click on the "[Divorce](#)" box. Forms are available in PDF. You may type on the forms or print the form and write on it. If you write on the forms, write neatly in ink.

You can find an explanation of each form in Appendix A.

RESPONDING TO A PETITION FOR DIVORCE

You have the right to file an Answer to a Petition for Divorce, but you do not have to do so. If you decide to file an Answer, the Answer must be filed within the number of day (either 21 days or 30 days) stated in the Summons after you received a copy of the Petition for Divorce.

If you are on active military duty you should seek the advice of an attorney.

Step 1: If your spouse gave you file-stamped copies of the Petition for Divorce, Summons, and [Voluntary Entry of Appearance](#) form, fill out the [Voluntary Entry of Appearance](#) form

- ❖ Do not sign this form until you are in front of a notary public.
- ❖ If you received copies of the Petition for Divorce and Summons from the sheriff, the sheriff will fill out a form telling the court you got the paperwork.
- ❖ If your spouse did not give you a copy of the [Voluntary Entry of Appearance](#) form, you can download the form from the Judicial Council website.

Step 2: Read the Petition for Divorce and Summons

Step 3: Decide whether you will file a response to the Petition for Divorce

- ❖ You do NOT have to file a response (called an Answer to Petition for Divorce). The judge can order the divorce even if you do not file a response.
- ❖ If you want to file a response to the Petition for Divorce, you must complete Steps 4 to 9 below within 21 days after receiving the Petition for Divorce.

Step 4: If you **AGREE** with all the information in the Petition for Divorce, fill out the [Answer to Petition for Divorce – AGREE](#) form

Do not sign this form until you are in front of a notary public.

OR

If you **DO NOT** agree with all the information in the Petition for Divorce, fill out the [Answer to Petition for Divorce – DISAGREE \(with children\)](#) form

Do not sign this form until you are in front of a notary public.

- Step 5:** Fill out the [Domestic Relations Affidavit](#) form
- Step 6:** Find a notary public and sign your Answer to Petition for Divorce - [Disagree](#) or [Agree](#) the [Voluntary Entry of Appearance](#) form (if needed) in front of the notary public
- ❖ You must sign the Answer to Petition for Divorce in front of a notary public. You may have to pay a fee.
 - ❖ Here are the most common types of businesses where you can find a Notary Public.

Banks, Law Firms or Law Offices, Real Estate Firms or Real Estate Offices, Tax Preparer or Accountant Offices, Photocopy Shops, Parcel Shipping Stores, Auto tag and license service centers, Colleges and Universities, or Public Libraries.
- Step 7:** Call the Clerk of the District Court's office in the county listed at the top of the case caption on the first page of the Petition for Divorce
- ❖ The Clerk of the District Court's phone number is (913) 573-2901.
 - ❖ Call the Clerk of the District Court's office to ask how many copies of each document you need to give to the Clerk when you file the documents.
- Step 8:** File your completed documents with the Clerk of the District Court's office
- ❖ Go to the Clerk of the District Court's office in the county listed at the top of the case caption on the Petition for Divorce. The Wyandotte County Courthouse is located at 710 N 7th St, Kansas City, Ks 66101
 - ❖ Give the original and all copies of the following documents to the Clerk of the District Court:
 - Answer to Petition for Divorce – [Disagree](#) or [Agree](#) (if you chose to file an Answer)
 - [Voluntary Entry of Appearance](#) (if needed)
 - [Domestic Relations Affidavit](#) (you must file this)
 - ❖ The Clerk of the District Court will stamp each document showing that it was filed on the date printed on the stamp. The documents are now "file stamped." The Clerk will give you back a "file stamped" copy of your documents.

- Step 9:** Mail a file-stamped copy of your Answer to Petition for Divorce – [Disagree](#) or [Agree](#) (if applicable), [Voluntary Entry of Appearance](#) (if applicable), and [Domestic Relations Affidavit](#) to your spouse and your spouse’s attorney, if your spouse has an attorney
- ❖ On the same day you file the documents with the Clerk of the District Court’s office, you must mail file-stamped copies of the documents to your spouse and your spouse’s attorney, if your spouse has an attorney.
 - ❖ You may be able to find the mailing address for your spouse or your spouse’s attorney on the Petition for Divorce.
- Step 10:** Complete any required parenting, co-parenting, or other required class
- ❖ If required by local rules, attend and complete any required parenting, co-parenting, divorce or other required classes before your final divorce hearing.
 - ❖ You may find a copy of your local court rules on the district court’s website or by calling the Clerk of the District Court’s office.
- Step 11:** Receive a Notice of Hearing telling you when the court hearing will be.
- ❖ Your spouse should give or mail you a document telling you when and where there will be a hearing to finalize the divorce.
- Step 12:** If you and your spouse **AGREE** on how property, debts, or real estate will be divided or a parenting plan for your children, work with your spouse to write out what you have agreed on.

Personal Property & Debts

- ❖ If you and your spouse **agree** about how you will split your personal property (items you own, such as furniture, appliances, electronics, clothes, etc) and debts, complete paragraphs 12-17 of the [Decree of Divorce](#), or write out your agreement on a separate piece of paper to give to the judge.
- ❖ If you and your spouse **DO NOT agree** about how you will split your personal property (items you own, such as furniture, appliances, electronics, clothes, etc) and debts, DO NOT complete paragraphs 12-17 of the [Decree of Divorce](#). The judge will decide how to split your personal property.

Real Estate

- ❖ If you and your spouse **agree** on who will keep the real estate, in the [Decree of Divorce](#) check the box in paragraph 19 for Petitioner or Respondent.
- ❖ If you and your spouse **DO NOT agree** on who will keep the real estate, in the [Decree of Divorce](#), DO NOT check the box in paragraph 19 for Petitioner or Respondent. The judge will decide how to split your real estate.

Children

- ❖ If you and your spouse **agree** on the parenting plan, fill out paragraphs 24 – 28 of the [Decree of Divorce](#) or complete the [parenting plan](#) form and give it to the judge.
- ❖ If you and your spouse **DO NOT agree** on the parenting plan, DO NOT fill out paragraphs 24 – 28 of the [Decree of Divorce](#). The judge will decide what the parenting plan will be.

Step 13: Before the hearing, complete the [Child Support Worksheet](#)

- ❖ The [Child Support Worksheet](#) must be completed before your hearing.
- ❖ A copy of the [Child Support Guidelines](#) is available on the [Kansas Judicial Branch website](#) (www.kscourts.org/About-the-Courts/Programs/Child-Support-Guidelines).
- ❖ **Free** child support calculator:
 - If the total yearly income of both you and your spouse combined is less than \$50,000, you can use [Kansas Legal Services' interactive Child Support Worksheet](#) to calculate child support.
- ❖ **Fee-based** child support calculator:
 - You can pay a fee and use the [Kansas Child Support Calculator](#) (childsupporttools.com) if any of the following situations apply:
 - the total yearly income of both you and your spouse combined is more than \$50,000;
 - you or your spouse have children with other people;
 - if you and your spouse live in different states; or
 - you need to calculate an income tax adjustment.

When using these online forms, sign in and create an account because you need to save your answers often while completing the forms.

Step 14: Go to the final divorce hearing.

- ❖ Plan to arrive at the courthouse early.
- ❖ Be prepared to go through security when entering the courthouse.
- ❖ Wear clean and appropriate clothing.
- ❖ Do not bring children with you to the courthouse.

Step 15: Take the following things with you to the final divorce hearing:

- Copies of any documents you previously filed.
- Any documents you received from your spouse.
- The blank [Decree of Divorce](#) form.
- The partially completed [Decree of Divorce](#) form.
- Any written property and debt division agreement signed by you and your spouse.
- Any written [parenting plan](#) agreed to and signed by you and your spouse.
- If you have not already filed it, take 3 copies of your completed [Domestic Relations Affidavit](#) (you will need to give one copy to the judge, and one copy to your spouse).
- A completed [Child Support Worksheet](#).
- Any certificate showing you completed any required parenting, co-parenting, or divorce or other classes required by local court rule.

Step 16: Talking to the judge in the hearing

- ❖ There may be multiple families in the courtroom waiting for the judge. The judge will say the name of your case you when it is your turn.
- ❖ Be polite to the judge and other party. Don't interrupt.
- ❖ Be calm and logical. Don't yell or object on the grounds that the other side is lying.
- ❖ Speak only when asked to. Don't talk unless the judge instructs you to do so.

- ❖ Always stand if you are asked to speak.
- ❖ The judge will ask you and your spouse questions about the divorce. Only answer the questions the judge asks directly to you.
- ❖ Be prepared to tell the judge:
 - about the facts stated in the Petition for Divorce,
 - that you and your spouse are incompatible, and
 - why you are asking the judge to approve your proposed agreements about your property, debts, and children.
- ❖ When the judge is done questioning each party, the judge will decide the issues in your divorce case and tell you what orders they are making.

Step 17: After the final divorce hearing

- ❖ Your ex-spouse should give you a file-stamped copy of the Divorce Decree, any parenting plan and child support worksheet.
- ❖ If the judge ordered that child support and/or spousal maintenance to be paid through an Income Withholding Order in paragraph 34, issuing the Income Withholding Order is outside the scope of these forms. You may want to ask the Clerk of the District Court if there is a local procedure for getting the Income Withholding Order (see below).
- ❖ If the judge ordered you or your ex-spouse to pay child support, you can have the child support order enforced (issuing Income Withholding Orders) through:
 - the [local district court trustee's office](#) (if your judicial district has a court trustee). You can get information about your local district court trustee by contacting the Clerk of the District Court.

OR

- [Kansas Department for Children and Families Child Support Services](#) (DCF CSS). You may contact DCF CSS by calling toll free at 1-888-757-2445.

APPENDIX A

EXPLANATIONS OF FORMS

- [Answer to Petition for Divorce – AGREE](#) → This form tells the judge you agree with everything in the Petition for Divorce.
- [Answer to Petition for Divorce - DISAGREE \(with children\)](#) → This form tells the judge you do not agree with everything in the Petition for Divorce.
- [Voluntary Entry of Appearance](#) → This form tells the court that your spouse got a copy of the Petition for Divorce and Summons from you and your spouse does not want the sheriff to serve the same paperwork to you.
- [Domestic Relations Affidavit](#) → This form gives the court information about the money you have, your income, expenses, debts, property, and health insurance.
- [Child Support Worksheet](#) → This form shows how child support is calculated.
- [Parenting Plan](#) → This form sets out how you and your spouse will make decisions about your children and when your children will be with you or your spouse.
- [Decree of Divorce](#) → This form is where the judge grants your divorce and makes orders about your property, support, and children.

IN THE DISTRICT COURT OF WYANDOTTE COUNTY, KANSAS

In the Matter of the Marriage of

(First Name) (Middle Name) (Last Name) (Jr./Sr./III)
(Enter your spouse's legal name above)

and

Case Number _____

(First Name) (Middle Name) (Last Name) (Jr./Sr./III)
(Enter your full legal name above)

ANSWER TO PETITION FOR DIVORCE
(Agree)

1. What is your name? (Enter your full legal name on the lines below)

(First Name) (Middle Name) (Last Name) (Jr./Sr./III)

2. I agree with all the information in the petition.

If you do NOT agree with everything in the petition, do not use this form. Use the form named: Answer to Petition for Divorce (disagree - with children) or Answer to Petition for Divorce (disagree - without children).

3. If there is information about children of the relationship listed in the petition, I agree the information is true and correct. I adopt and incorporate by reference each of those statements.
4. Do you want spousal support (also known as alimony or maintenance)? (Check one of the two boxes.)

The court may also call spousal support "maintenance." The court can decide whether to order your spouse to pay you spousal support for up to 121 months.

- Yes.
 No.

5. Do you want to change your name back to your former name? *(Check one of the two boxes and fill in the blanks, if any.)*

The court can only change your name back to your maiden or former name. The court cannot change your name to something different than a name you have used before.

Yes. I want my name to be changed back to my former name of

No.

(First Name)

(Middle Name)

(Last Name)

(Jr./Sr./III)

Sign Below in the Presence of a Notary Public

Here are the most common types of businesses where you can find a Notary Public.

Banks, Law Firms or Law Offices, Real Estate Firms or Real Estate Offices, Tax Preparer or Accountant Offices, Photocopy Shops, Parcel Shipping Stores, Auto tag and license service centers, Colleges and Universities, or Public Libraries.

X _____
(Sign above in the presence of a Notary Public) *(Print your name)*

Your mailing address:

This is the address the court will use to send information about your case to you. This address is not necessarily the same as the address at which you live. Even if you do not want to give the address in which you live, you must give the court a mailing address. If you want to change your mailing address, you must tell the clerk of the district court your new mailing address.

(Street)

(City)

(State)

(Zip Code)

(Telephone Number with Area Code)

(Email Address)

VERIFICATION

STATE OF KANSAS

COUNTY OF _____

I swear or affirm that the statements made in this Petition are true and that I am the person filing this petition.

X _____
(Sign above in the presence of a Notary Public)

SUBSCRIBED AND SWORN to before me, a Notary Public, this _____ day of _____ 20____.

Notary Public

CERTIFICATE OF SERVICE AND MAILING

I certify that on this _____ day of _____, 20____, I sent a true copy of this Answer by depositing it in the United States mail, postage prepaid, addressed to:

Your Spouse's Name and Address:

(Your spouse's name)

(Street)

(City) (State) (Zip Code)

(Telephone Number with Area Code) (Email Address)

and

Your Spouse's Attorney's Name and Address, if any:

(Your Spouse's Attorney's Name)

(Street)

(City)

(State)

(Zip Code)

(Telephone Number with Area Code)

(Email Address)

X _____
(Sign your name.) *(Print your name above)*

IN THE DISTRICT COURT OF WYANDOTTE COUNTY, KANSAS

In the Matter of the Marriage of

(First Name) (Middle Name) (Last Name) (Jr./Sr./III)
(Enter your spouse's full legal name above)

and

Case Number _____

(First Name) (Middle Name) (Last Name) (Jr./Sr./III)
(Enter your full legal name above)

VOLUNTARY ENTRY OF APPEARANCE

1. What is your name? (Enter your full legal name on the lines below)

(First Name) (Middle Name) (Last Name) (Jr./Sr./III)

2. Where do you receive mail?

This is the address the court will use to send information about your case to you. If you want to change your mailing address, you must tell or send the clerk of the district court your new mailing address.

(Street or P.O. Box Number)

(City) (State) (Zip Code)

3. What is your telephone number?

(Telephone Number with Area Code)

4. What is your email address?

(Email Address)

5. Are you on active duty with the United States military? (Check one of the three boxes.)

If you are on active duty in the armed forces of the United States, the Servicemembers Civil Relief Act (SCRA) may apply. You should contact a lawyer about this situation before filing this Voluntary Entry of Appearance.

- Yes.
 No.
 I do not know.

6. If you are on active duty with the United States military, do you give up your rights under the Servicemembers Civil Relief Act for this case? (Check one of the three boxes.)

If you are on active duty in the armed forces of the United States, the Servicemembers Civil Relief Act (SCRA) may apply. You should contact a lawyer about this situation before filing this Voluntary Entry of Appearance.

- Yes.
 No.
 I do not know.

7. How do you want to get documents and notifications about this divorce case: (Check one of the two boxes.)

- mailed** to me (paper copies will be mailed to the address given in #2 above).
 emailed to me (documents will be emailed to the email address given in #4 you will not receive paper copies of documents in the mail).

8. I received a copy of the petition filed in this case. I am not requiring that the sheriff or other person hand me the summons and petition as Kansas law may require.

Sign Below in the Presence of a Notary Public

Here are the most common types of businesses where you can find a Notary Public.

Banks, Law Firms or Law Offices, Real Estate Firms or Real Estate Offices, Tax Preparer or Accountant Offices, Photocopy Shops, Parcel Shipping Stores, Auto tag and license service centers, Colleges and Universities, or Public Libraries.

X _____ (Sign above in the presence of a Notary Public.) _____ (Print your name above.)

Your address:

(Street)

(City)

(State)

(Zip Code)

(Telephone Number with Area Code)

(Email Address)

VERIFICATION

STATE OF KANSAS

COUNTY OF _____

I swear or affirm that the statements made in this affidavit are true and that I am the person filing this petition.

X _____
(Sign above in the presence of a Notary Public.)

SUBSCRIBED AND SWORN to before me, a Notary Public, this _____ day of _____ 20____.

Notary Public

CERTIFICATE OF SERVICE AND MAILING

I certify that on this _____ day of _____, 20____, I sent a true copy of this Voluntary Entry of Appearance by depositing it in the United States mail, postage prepaid, addressed to:

Your Spouse's Name and Address:

(Your Spouse's Name)

(Street)

(City) *(State)* *(Zip Code)*

(Telephone Number with Area Code) *(Email Address)*

and

Your Spouse's Attorney's Name and Address, if any:

(Your Spouse's Attorney's Name)

(Street)

(City) *(State)* *(Zip Code)*

(Telephone Number with Area Code) *(Email Address)*

X _____
(Sign your name.) *(Print your name above.)*

Domestic Relations Affidavit

IN THE DISTRICT COURT OF
WYANDOTTE COUNTY, KANSAS

IN THE MATTER OF)

Party Name)

and)

Party Name)

Case No. _____

DOMESTIC RELATIONS AFFIDAVIT OF _____
(name)

1. Party Name Residence _____
Party Name Birth Month/Year XXX-XX-____ Social Security Number Telephone _____

2. Party Name Residence _____
Party Name Birth Month/Year XXX-XX-____ Social Security Number Telephone _____

3. Date of Marriage: _____

4. Number of Marriages: _____
Party Name Party Name

5. Number of children of the relationship: _____

6. Names, Social Security Numbers, the month and year of each child's birth and ages of minor children of the relationship:

Name	Social Security Number XXX-XX-____	Birth Month /Year	Age	Custodian
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

7. Names, Social Security Numbers, and ages of minor children of previous relationships and facts as to custody and support payments paid or received, if any.

Name	Social Security No. XXX-XX-____	Age	Custodian	Support Payment	Paid or Rec'd
_____	_____	____	_____	\$ _____	_____
_____	_____	____	_____	\$ _____	_____
_____	_____	____	_____	\$ _____	_____
_____	_____	____	_____	\$ _____	_____

8. Party Name is employed by (name) _____

(address) _____

Party Name is employed by (name) _____

(address) _____

with monthly income as follows:

A. Wage Earner	Party Name	Party Name
1. Gross Income	\$ _____	\$ _____
2. Other Income	\$ _____	\$ _____
3. Subtotal Gross Income	\$ _____	\$ _____
4. Federal Withholding (Claiming _____ exemptions)	\$ _____	\$ _____
5. Federal Income Tax	\$ _____	\$ _____
6. OASDHI	\$ _____	\$ _____
7. Kansas Withholding	\$ _____	\$ _____
8. Subtotal Deductions	\$ _____	\$ _____
9. Net Income	\$ _____	\$ _____

B. Self-Employed	Party Name	Party Name
1. Gross Income from self-employment	\$ _____	\$ _____
2. Other Income	\$ _____	\$ _____
3. Subtotal Gross Income	\$ _____	\$ _____
4. Reasonable Business Expenses (-) (Itemize on attached exhibit)	\$ _____	\$ _____
5. Self-Employment Tax (-)	\$ _____	\$ _____
6. Business Net Income	\$ _____	\$ _____
7. Estimated Tax Payments (Claim _____ exemptions)	\$ _____	\$ _____
8. Federal Income Tax	\$ _____	\$ _____
9. Kansas Withholding	\$ _____	\$ _____
10. Subtotal Deductions	\$ _____	\$ _____

8.	Childcare (non-work-related)	\$ _____	\$ _____
9.	Clothing	\$ _____	\$ _____
10.	School expenses	\$ _____	\$ _____
11.	Haircuts and beauty	\$ _____	\$ _____
12.	Car repair	\$ _____	\$ _____
13.	Gas and oil	\$ _____	\$ _____
14.	Personal property tax	\$ _____	\$ _____

Item	Party Name (Actual or Estimated)	Party Name (Actual or Estimated)
15. Miscellaneous (Specify)		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
16. Debt Payments (Specify)		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Total	\$ _____	\$ _____

*Show house payments, mortgage payments, etc., in Section 10.B.

B. Monthly payments to banks, loan companies or on credit accounts: (Indicate actual or estimated monetary amount in each column; use asterisk for secured.) DO NOT LIST ANY PAYMENTS INCLUDED IN PART 10.A ABOVE.

Creditor	When Incurred	Amount of Payment	Date of Last Payment	Balance	Responsibility	
					Party Name	Party Name
_____	_____	_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	_____	_____	\$ _____	\$ _____	\$ _____
				Subtotal of Payments	\$ _____	\$ _____
				Total	\$ _____	\$ _____

C. Total Living Expenses

	Party Name (Actual or Estimated)	Party Name (Actual or Estimated)
1. Total funds available to Both Parties (from No. 8)	\$ _____	\$ _____
2. Total needed (from No. 10.A and B)	\$ _____	\$ _____
3. Net Balance	\$ _____	\$ _____
4. Projected child support	\$ _____	\$ _____

D. Payments or contributions received, or paid, for support of others. Specify source and amount.

Source	Party Name	Party Name
_____ (+/-)	\$ _____	\$ _____
_____ (+/-)	\$ _____	\$ _____

11. How much does the party who provides health care pay for family coverage?
 \$ _____ per _____.
 How much does it cost the provider to furnish health insurance only on the provider?
 \$ _____ per _____.

FURNISH THE FOLLOWING INFORMATION IF APPLICABLE.

12. Income and financial resources of children.

Income/Resources	Amount
_____	\$ _____
_____	\$ _____

13. Child support adjustments requested.

- | | |
|--|---|
| <input type="checkbox"/> parenting time adjustment | <input type="checkbox"/> agreement past majority |
| <input type="checkbox"/> income tax consideration | <input type="checkbox"/> long distance parenting time |
| <input type="checkbox"/> special needs | <input type="checkbox"/> overall financial conditions |
| <input type="checkbox"/> other: _____ | |

14. All other personal property including retirement benefits (including but not limited to qualified plans such as profit-sharing, pension, IRA, 401(k), or other savings-type employee benefits, nonqualified plans, and deferred income plans), and ownership thereof (joint or individual), including policies of insurance, identified as to nature or description, ownership (joint or individual), and actual or estimated value.

Joint or Individual	Amount	(Specify)
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____

THE FOLLOWING NEED NOT BE FURNISHED IN POST JUDGMENT PROCEDURES.

15. List real property identified as to description, ownership (joint or individual) and actual or estimated value.

Property Description	Ownership	Actual/Estimated Value
_____	_____	_____
_____	_____	_____
_____	_____	_____

16. Identify the property, if any, acquired by each of the parties prior to marriage or acquired during marriage by a will or inheritance.

Property Description	Ownership	Source of Ownership	Actual/ Estimated Value

17. List debt obligations, including maintenance, not listed in Section 10.A or 10.B above, identified as to name or names of payor or payors and payees, balance due and rate at which payable; and, if secured, identify the encumbered property.

Debt Obligation	Payor	Payee	Balance Due	Payment Rate	Encumbered Property

8. List health insurance coverage and the right, pursuant to ERISA §§ 601-608, 29 U.S.C. §§ 1161-1168 (1986), to continued coverage by the spouse who is not a member of the covered employee group.

<u>Health Insurance</u>	<u>COBRA Continuation</u>		
	<u>Yes</u>	<u>No</u>	<u>Unknown</u>
_____	_____	_____	_____
_____	_____	_____	_____

I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true, correct and complete.

Executed on the _____ day of _____, 20____.

Name (Print): _____

Signature _____

Child Support Worksheet

IN THE 29th JUDICIAL DISTRICT
Wyandotte COUNTY, KANSAS

IN THE MATTER OF:

and

CASE NO. _____

CHILD SUPPORT WORKSHEET OF (name) _____

		Party Name	Party Name
A. <u>INCOME COMPUTATION – WAGE EARNER</u>			
1. Domestic Gross Income (Insert on Line C.1. below)*		\$ _____	\$ _____
B. <u>INCOME COMPUTATION – SELF-EMPLOYED</u>			
1. Self-Employment Gross Income		_____	_____
2. Reasonable Business Expenses	(-)	_____	_____
3. Domestic Gross Income (Insert on Line C.1. below)*		_____	_____
C. <u>ADJUSTMENTS TO DOMESTIC GROSS INCOME</u>			
1. Domestic Gross Income		_____	_____
2. Court-Ordered Child Support Paid	(-)	_____	_____
3. Court-Ordered Maintenance Paid _____%	(-)	_____	_____
4. Court-Ordered Maintenance Received _____%	(+)	_____	_____
5. Child Support Income (Insert on Line D.1. below)		_____	_____
D. <u>COMPUTATION OF CHILD SUPPORT</u>			
1. Child Support Income		_____	+ _____
			= _____
2. Proportionate Shares of Combined Income (Each parent's income divided by combined income)		_____%	_____%
3. Gross Child Support Obligation** (Using the combined income from Line D.1., find the amount for each child and enter total for all children)			
Age of Children	0-5	6-11	12-18
Number Per Age Category	_____	_____	_____
Total Amount	_____ +	_____ +	_____ = _____
* Cost of Living Differential Adjustment?	_____	Yes	_____ No
**Multiple Family Application?	_____	Yes	_____ No
Parenting Time Adjustment	_____	Yes	_____ No _____%
Income Beyond the Child Support Schedule calculation used	_____	Yes	_____ No

Case No. _____

	Party Name	Party Name
4. Proportionate Share (Line D.3 x Line D.2)	_____	_____
5. Parenting Time Adjustment _____% x Line D.4 (-)	_____	_____
6. Proportionate Shares after Parenting Time Adjustment	_____	_____
7. Health and Dental Insurance Premium	\$ _____	+ \$ _____
8. Proportionate Shares Health Insurance Premium	_____	_____
9. Work-Related Child Care Costs Formula: Amt. - (Amt. x %) for each child care credit Example: 200 - (200 x 30%)	_____	_____
10. Proportionate Shares Work-Related Child Care Costs	_____	_____
11. Proportionate Child Support Obligation for Each Parent (Line D.6 + D.8 + D.10)	_____	_____
12. Credit for Insurance or Work-Related Child Care Paid (-)	_____	_____
13. Basic Parental Child Support Obligation ((Line 11-Line D.12); Insert on Line F.1. below)	_____	_____

E. CHILD SUPPORT ADJUSTMENTS

APPLICABLE	N/A	CATEGORY	PARTY NAME	PARTY NAME
1. <input type="checkbox"/>	<input type="checkbox"/>	Long Distance Parenting Time Costs	(+/-) _____	(+/-) _____
2. <input type="checkbox"/>	<input type="checkbox"/>	Income Tax Considerations	(+/-) _____	(+/-) _____
3. <input type="checkbox"/>	<input type="checkbox"/>	Special Needs	(+/-) _____	(+/-) _____
4. <input type="checkbox"/>	<input type="checkbox"/>	Agreement Past Majority	(+/-) _____	(+/-) _____
5. <input type="checkbox"/>	<input type="checkbox"/>	Overall Financial Condition	(+/-) _____	(+/-) _____
6.		TOTAL (Insert on Line F.2. below)	_____	_____

F. DEVIATION(S) FROM REBUTTABLE PRESUMPTION AMOUNT

AMOUNT ALLOWED

		<u>Party Name</u>	<u>Party Name</u>
1.	Basic Parental Child Support Obligation (Line D.13. from above)	_____	_____
2.	Total Child Support Adjustments (Line E.6. from above)	(+/-) _____	_____
3.	Adjusted Subtotal (Line F.1. +/- Line F.2.)	_____	_____
4.	Equal Parenting Time Obligation (<input type="checkbox"/> EPT Worksheet or <input type="checkbox"/> Shared Expense Formula)	_____	_____
5. a	Ability to Pay Calculation Child Support Income (D.1) _____ - Poverty Guidelines for Household of One _____ = _____		
5. b.	Subtotal (lesser amount of F.3 and F.5.a)	_____	_____
6.	Social Security Dependent Benefits	(-) _____	(-) _____
6. b.	Final Subtotal	_____	_____
7.	Enforcement Fee Allowance** (Applied only to Nonresidential Parent) ((Line F.3. x Collection Fee %) x .5) or (Monthly Flat Fee x .5)	Percentage _____ % Flat Fee \$ _____	
		(+)	(+)
8.	Net Parental Child Support Obligation (Line 5.b. + Line F.4.)	_____	_____

**Parent paying support.

Prepared By (Signature)

Judge/Hearing Officer Signature

Prepared By (Print Name)

Date Submitted

Date Approved

IN THE DISTRICT COURT OF WYANDOTTE COUNTY, KANSAS

In the Matter of

(First Name) (Middle Name) (Last Name) (Jr./Sr./III)
(Write your full legal name above)

and

Case Number _____

(First Name) (Middle Name) (Last Name) (Jr./Sr./III)
(Write your spouse's full legal name above)

PARENTING PLAN

1. This Parenting Plan is temporary permanent. *(Check one of the two boxes)*

2. This Parenting Plan is: *(check one of the three boxes)*

Proposed by _____.
(Print your name)

Agreed to by both parties.

Developed by the Court.

Section 1. General Information

1.1 For the purposes of this parenting plan, the following definitions apply:

Parent A is _____, and
(Write the name of one parent.)

Parent B is _____.
(Write the name of the other parent.)

Parent A is _____ Parent B is _____

1.2 This parenting plan applies to the following children: *(Fill out the chart.)*

Child's Initials	Year of Birth

Section 2. Legal Custody (Decision-Making)

2.1 *(Check either box A or B, NOT both. If box B is checked, fill out the boxes and blanks in B.1. and B.2. as needed.)*

A. Joint Legal Custody. Parents shall have joint legal custody of their minor child(ren).

"Joint legal custody" means that both parents have equal rights to participate in, contribute to, and have responsibility for matters of health and education in their child(ren)'s best interests. Neither parent's rights are superior to the other parent's rights, and they should cooperate to determine what is in their children's best interests.

OR

B. Sole Legal Custody. Joint legal custody is not in the child(ren)'s best interests.

"Sole legal custody" means that the parent given sole legal custody has the primary right to decide matters of health and education in the child(ren)'s best interests.

The parent not given sole legal custody may make emergency decisions affecting the child(ren)'s health or safety when the child(ren) is in that parent's physical care and control. Even if one parent has sole legal custody the other parent can still access information regarding the child(ren) unless the court specifically orders a restriction in B.2. below and states the reasons for that determination.

Parent A is _____ **Parent B is** _____

B.1. Sole legal custody is granted to Parent A Parent B for the following reasons:

a. Agreement of the parents.

b. The other parent is unable or should not be allowed to exercise decision-making because:

c. There is a danger to the child(ren) because:

d. Other:

B.2. Restriction of Information Regarding the Child(ren) to Non-Legal Custodian.

Parent A Parent B is restrained from accessing the child(ren)'s health, educational and other personal information because of the following specific reasons:

Parent A is _____ Parent B is _____

Section 3. Parenting Time Schedule. (Physical Custody)

3.1 Parent A Parenting Time

Parent A shall have parenting time beginning at _____ am pm ending at _____ am
 pm as follows:

Parent A's Weekday Schedule:

Parent A's Weekend Schedule:

Parent A's Other Times:

3.2 Parent B Parenting Time

Parent B shall have parenting time beginning at _____ am pm ending at _____ am
 pm as follows:

Parent B's Weekday Schedule:

Parent A is _____ Parent B is _____

Parent B's Weekend Schedule:

Parent B's Other Times:

3.3 Holiday & Special Occasion Parenting Schedule

(Check either box A or B, not both.)

- A.** The holiday schedule as set out in the _____ (name county) Family Law Guidelines controls holiday parenting time. The holiday schedule will take priority over the regular weekday and weekend schedule. A copy of the holiday schedule from the _____ (name county) are attached. If a particular holiday is not included in the guidelines, then the regular schedule controls.

(Print and attach a copy of the holiday schedule to this Parenting Plan. Do not complete the Holiday Parenting Schedule chart below.)

OR

- B.** The holiday schedule is as follows:
The holiday schedule will take priority over the regular weekday and weekend schedule. If a particular holiday is not specified below, then the regular schedule controls.

(If you selected Option B, fill in the chart. You may want to look at your child(ren)'s school calendar to check for other holidays or school breaks to include in the "other" sections below.)

Parent A is _____

Parent B is _____

<u>HOLIDAY PARENTING SCHEDULE</u>	<u>Parent A</u>	<u>Parent B</u>
New Year's Day (January 1): From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Martin Luther King, Jr. Day (3rd Monday of January): From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
President's Day (3rd Monday in February): From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Spring Break: From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Spring Break: From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Memorial Day/Weekend (last Monday in May): From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Mother's Day/Weekend (2nd Sunday in May): From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Father's Day/Weekend (3rd Sunday in June): From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Independence Day (July 4): From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year

Parent A is _____

Parent B is _____

<u>HOLIDAY PARENTING SCHEDULE</u>	<u>Parent A</u>	<u>Parent B</u>
Labor Day/Weekend (1st Monday in September): From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Halloween (October 31): From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Thanksgiving Day/Weekend (4th Thursday in November): From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Winter Break: From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Winter Break: From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Parent A's Birthday: From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Parent B's Birthday: From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Child's Birthday: <i>Child's name</i> _____ From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Child's Birthday: <i>Child's name</i> _____ From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year

Parent A is _____ Parent B is _____

<u>HOLIDAY PARENTING SCHEDULE</u>	<u>Parent A</u>	<u>Parent B</u>
Other: _____ From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Other: _____ From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Other: _____ From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Other: _____ From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Other: _____ From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year
Other: _____ From _____ (day) at _____ (time) until _____ (day) at _____ (time)	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year	<input type="checkbox"/> Even years <input type="checkbox"/> Odd years <input type="checkbox"/> Every year

Parent A is _____ Parent B is _____

3.4 Vacation Schedule *(Check all boxes that apply.)*

- No specific weeks will be set aside for vacations.
- Each parent may designate _____ *(number)* of week(s) each year during which they will have exclusive parenting time of the child(ren) and the regular schedules do not apply. However, during this period, the Holiday Schedule still applies. Parent A will have first choice of weeks in odd-numbered years. Parent B will have first choice of weeks in even-numbered years. The parent with the first choice of weeks must designate the vacation weeks by March 31st of each year. The parent with the second choice of weeks must designate the weeks by April 15 of each year.
- Other:

3.5 Child(ren) Exchange

If a specific location for an exchange is not stated in the parenting time schedule above, then the exchange will happen at the following location: *(Check the box that applies.)*

- All exchanges will happen at the child(ren)'s school or childcare provider when school or childcare is in session. If, or when, school or childcare is not in session, all exchanges will happen at the locations as follows:

- All exchanges will happen at the residence of Parent A or Parent B.
- Exchanges will happen as set out below:

Parent A is _____ Parent B is _____

3.6 Transportation Costs for Parenting Time *(Check the boxes that apply.)*

- Each parent will pay the expenses associated with his or her own transportation to and from the exchange location unless otherwise indicated in this parenting plan.
- Transportation costs shall be split equally between both parents.
- Transportation costs shall be split proportionally as shown on Line D.2 of the current child support worksheet.
- All transportation costs shall be paid by Parent A or Parent B.
- Other:

3.7 Communication Between Parents

All communication regarding the child(ren) shall be between the parents. The parents shall not use the child(ren) as a messenger to convey information, ask questions, or set up schedule changes.

Parents shall communicate with each other: *(Check all boxes that apply.)*

- in person
- by telephone
- by text
- by email
- other: _____

3.8 Changes to the Parenting Time Schedule

The plan may be changed by mutual, written agreement of the parents. Both parents understand that any permanent changes must be approved by the court to be binding and enforceable.

Parent A is _____ Parent B is _____

Section 4. Dispute Resolution Process

4.1 Disputes between the parents, other than about child support, shall be submitted to:
(Check one of the two boxes)

Mediation by:

(name of mediator)

The following dispute resolution method:

Section 5. Military Deployment, Mobilization, or Unaccompanied Tour

5.1 Parent A Parent B is a military servicemember and the following shall apply upon notice of deployment, mobilization, temporary duty, or unaccompanied tour:

- A. A parent receiving deployment, mobilization, temporary duty or unaccompanied tour orders from the military shall be considered a “deployed parent.”
- B. The absence, relocation or failure to comply with a parenting order by a “deployed parent,” shall not by itself constitute a material change in circumstances to make any permanent change to the parenting plan.
- C. Any court order limiting previously ordered parenting rights due to the parent's deployment, mobilization, temporary duty, or unaccompanied tour shall state that event as its basis and shall constitute only a “temporary order.”
- D. The nondeploying parent shall give the court and deployed parent at least 30 days advance written notice of any change of address or telephone number.
- E. The nondeploying parent shall reasonably accommodate the deployed parent's leave schedule.

Parent A is _____ **Parent B is** _____

- F. The nondeploying parent shall assist with telephone and electronic communication between the child(ren) and the deployed parent.
- G. The deployed parent shall give the nondeployed parent timely information about the deployed parent's anticipated deployment, leave during deployment, and release from deployment.
- H. During deployment, mobilization, temporary duty, or unaccompanied tour, the parents shall make decisions about the child(ren) by the following methods:
- I. During deployment, mobilization, temporary duty, or unaccompanied tour, the child(ren) shall live with:
 - Parent A Parent B Other _____ and the deployed parent shall have the following parenting time with the child(ren) when available:

Section 6. Address Change

- 6.1** Each parent shall tell the other parent of any address change in writing at least 30 days before changing address by sending written notice to the other parent by certified mail – restricted delivery, return receipt requested, at that other parent's last known address.
- 6.2** Each parent shall tell the other parent of any plan to remove any child(ren) from the State of Kansas for more than 90 days by sending written notice to the other parent by certified mail – restricted delivery, return receipt requested, at that other parent's last known address.
- 6.3** A parent is not required to give written notice of removal to the other parent under either (A) or (B) if the other parent has been convicted of a crime specified in Article 34 (crimes against

Parent A is _____ **Parent B is** _____

persons), Article 35 (sex offenses), or Article 36 (crimes affecting family relationships and children) of Chapter 21 (Crimes and Punishments) of the Kansas Statutes Annotated to which the child(ren) was the victim.

Section 7. Other Requirements

7.1 Other requirements for this parenting plan:

Section 8. Signatures: Required if agreed upon by the parties.

Parent A

Signature:

Name:

Address:

Phone Number:

Email:

Date Signed:

Attorney's Signature (if any):

Attorney's Name (if any):

Parent B

Signature:

Name:

Address:

Phone Number:

Email:

Date Signed:

Attorney's Signature (if any):

Attorney's Name (if any):
