

**SELF-HELP INSTRUCTIONS FOR SUPPLEMENTAL PETITION
TO PERMIT RELOCATION WITH MINOR CHILD(REN)**

Per Florida Statutes 61.13001 (1)(e): Relocation means a change of more than 50 miles from the child(ren)'s principal place of residence at the time of the last order establishing or modifying timesharing for 60 or more consecutive days, or at the time of the filing the pending action to establish or modify time-sharing. This does not include temporary relocation for the purposes of vacation, education or health care for the child.

NOTICE OF LIMITATION OF SERVICES PROVIDED

The list of forms and procedural information are provided as a self-help service for litigants who choose to represent themselves in Court, pro se (without an attorney) and should be considered only as a guideline and not legal advice. Please remember that you are representing yourself and you alone are responsible for the choosing and correct completion and filing of the forms. It is best to consult with your own attorney, especially if your case presents significant issues regarding children, child support, alimony, retirement or pension benefits, assets or liabilities. Please remember that Clerk and Court personnel cannot act as your lawyer or tell you what your legal rights or remedies are, represent you in court or tell you how to testify in court. Clerk and Court personnel are not acting on behalf of the court or any judge. The presiding judge in your case may require amendment of form(s) or substitution of a different form other than those you may have obtained from the clerk's office or a legal forms provider. The form(s) you file are only a request and the judge is not required to grant the relief requested in a form. The information you give to and receive from Clerk and Court personnel is not confidential and may be subject to disclosure at a later date. If there is another person involved in your case, that person will receive the same type of assistance that you receive.

ATTENTION: THE FOLLOWING LIST OF FORMS AND INSTRUCTIONS ARE PROVIDED AS A GUIDELINE AND NOT LEGAL ADVICE. PLEASE NOTE THAT SOME OF THE FORMS INCLUDED IN THIS PACKET MAY BE INCOMPLETE OR OUTDATED DUE TO RECENT CHANGES IN LAWS OR RULES. THIS DOES NOT CHANGE HOW THOSE LAWS OR RULES MAY AFFECT YOUR CASE OR FILING REQUIREMENTS.

- A. RELOCATION BY AGREEMENT** - Parties may agree to the relocation of the children by filing a signed and notarized **Agreement for Relocation with Minor Child(ren)** provided in this packet.
- B. NO AGREEMENT** - If parties are unable to reach a written agreement, the parent seeking relocation must file a petition to relocate and serve it on the other parent and every other person entitled to access and timesharing with the child(ren)

CHECKLIST OF FORMS REQUIRED:

- 1. _____ **Form 12.950(d)** Supplemental Petition to Relocate with Child(ren) (attach a copy of last Order regarding access and/or timesharing with child, and any written job offers related to relocation).
- 2. _____ **Form 12.910(b)** Process Service Memorandum
- 3. _____ **Form 12.902(d)** Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA) Affidavit
- 4. _____ **Form 12.902(b)** Financial Affidavit and **Form 12.932** Certificate of Mandatory Disclosure by both parties (if you are requesting a change in child support due to the relocation)

5. _____ **Form 12.950(a)** Agreement for Relocation with Minor Child(ren)
6. _____ **Form 12.955(c)** Relocation/Long Distance Parenting Plan
7. _____ **Form 12.950(i)** Final Judgment Granting Relocation of Children.

The forms can be neatly handwritten, except the Order (Item #6) must be typed, including all information other than what the judge will decide.

PROCEDURES

1. File the original forms with the Clerk's Office, Family Law Division, 6865 Caroline Street, Milton, Florida 32570. Let the clerk know you need to serve the other party with your documents and a summons.
2. You must serve any other parent/person who has the right to access, timesharing or visitation with the child(ren) with the Petition to Relocate, summons and the other forms through the Sheriff's Office or a process server. It is your responsibility to provide the summons and copies of all your documents plus any service fee that may be required to the Sheriff or Process Server in the county where the party resides. Once the other party has been served, you will receive a Return of Service stating the date of service. This return of service should be filed with the Clerk's Office. Each party that is served will have 20 days from the date of service to file a response or objection.
3. If the other party does not file a response **OR** files a response agreeing to the relocation you must submit Form 12.950(i) to the court. Your file will be reviewed and sent to the assigned judge for further action. You will receive the final Judgment or a hearing date by mail.
4. If the other party files a timely response objecting to the relocation, you must file a request for hearing. Your file will be reviewed. You will be mailed a notice of hearing date and time. The judge will determine whether or not to allow the relocation at that hearing.

Clerk's Office Family Law Division: 850-981-5552
Court Administration Self Help: 850-981-5588