

## **HOW TO BEGIN YOUR ACTION FOR DISSOLUTION, LEGAL SEPARATION, OR NULLITY**

1. **COMPLETE THE FORMS** (Type or print in black ink)
  - Summons
  - Petition (with Declaration under the UCCJEA if minor children)
2. **MAKE COPIES**  
You will need to make two additional copies of each form, front and back.
3. **FILE THE PAPERS**  
Visit the court's homepage and click on the "Schedule an Appointment" button to schedule an appointment for filing. On the date and time of your scheduled appointment take the originals and two copies to the Family Law Filing Window, in Ventura, Room 208. You will have to pay a filing fee. The Fee Schedule may be obtained from the Clerk. If you cannot afford the fee, you may be able to have that fee "waived". You will need to complete the FEE WAIVER PACKET. The clerk will keep the originals and return both copies to you, stamped to show that they have been "filed". One copy is for you and one copy is to be "served" on the other party, your spouse.
4. **"SERVE" THE PAPERS**  
"Service" means that someone other than you, over the age of 18, must personally deliver a copy of the filed papers to the other party. The other party also gets a package of blank forms so that they can file their Response. Those blank forms are at the back of the Forms packet. If you wish you can arrange for the Sheriff to serve your spouse. If the other party is out of state or if you don't know their whereabouts, you may want to speak to the Family Law Facilitator about other ways to serve the papers.
5. **FILE THE PROOF OF SERVICE**  
The person who "serves" the papers must complete and sign the "Proof of Service". That paper must then be filed with the court.

**THESE PAPERS CONTAIN ONLY BEGIN THE ACTION. ADDITIONAL FORMS ARE NEEDED TO GET CUSTODY OR SUPPORT ORDERS AND TO GET A FINAL JUDGEMENT.**



ATTORNEY OR PARTY WITHOUT ATTORNEY (Name and Address)     Telephone Number     E-MAIL ADDRESS  ATTORNEY FOR (Name):	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF VENTURA  <input type="checkbox"/> 800 SOUTH VICTORIA AVE. VENTURA, CA 93009	
PETITIONER:  RESPONDENT:	
<p style="text-align: center;"><b>CONSENT FOR COURT ASSIGNMENT (FAMILY LAW)</b></p>	CASE NUMBER:

The undersigned hereby consents that the cause titled and numbered above may be tried by \_\_\_\_\_, Court Commissioner of the Ventura County Superior Court, as temporary judge, in accordance with Article 6, Section 21 of the Constitution of the State of California.

It is understood by the undersigned that by order of the Presiding Judge of the Ventura County Superior Court, Commissioner \_\_\_\_\_ has been appointed to act as temporary judge to try the above referenced case, hear and decide all motions and make any orders including sentencing connected with this case. It is understood that Commissioner \_\_\_\_\_, has been appointed to try the case referred to, and has taken the necessary oath of office to try the case as temporary judge.

Dated: \_\_\_\_\_

Signature of litigant or attorney

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



# SUMMONS (Family Law)

# CITACIÓN (Derecho familiar)

NOTICE TO RESPONDENT (Name):  
 AVISO AL DEMANDADO (Nombre):

FOR COURT USE ONLY  
 (SOLO PARA USO DE LA CORTE)

You have been sued. Read the information below and on the next page.  
 Lo han demandado. Lea la información a continuación y en la página siguiente.

Petitioner's name is:  
 Nombre del demandante:

CASE NUMBER (NÚMERO DE CASO):

You have **30 calendar days** after this *Summons* and *Petition* are served on you to file a *Response* (form [FL-120](#)) at the court and have a copy served on the petitioner. A letter, phone call, or court appearance will not protect you.

If you do not file your *Response* on time, the court may make orders affecting your marriage or domestic partnership, your property, and custody of your children. You may be ordered to pay support and attorney fees and costs.

For legal advice, contact a lawyer immediately. Get help finding a lawyer at the California Courts Online Self-Help Center ([www.courts.ca.gov/selfhelp](http://www.courts.ca.gov/selfhelp)), at the California Legal Services website ([www.lawhelpca.org](http://www.lawhelpca.org)), or by contacting your local county bar association.

Tiene **30 días de calendario** después de haber recibido la entrega legal de esta Citación y Petición para presentar una Respuesta (formulario [FL-120](#)) ante la corte y efectuar la entrega legal de una copia al demandante. Una carta o llamada telefónica o una audiencia de la corte no basta para protegerlo.

Si no presenta su Respuesta a tiempo, la corte puede dar órdenes que afecten su matrimonio o pareja de hecho, sus bienes y la custodia de sus hijos. La corte también le puede ordenar que pague manutención, y honorarios y costos legales.

Para asesoramiento legal, póngase en contacto de inmediato con un abogado. Puede obtener información para encontrar un abogado en el Centro de Ayuda de las Cortes de California ([www.sucorte.ca.gov](http://www.sucorte.ca.gov)), en el sitio web de los Servicios Legales de California ([www.lawhelpca.org](http://www.lawhelpca.org)) o poniéndose en contacto con el colegio de abogados de su condado.

**NOTICE—RESTRAINING ORDERS ARE ON PAGE 2:**  
 These restraining orders are effective against both spouses or domestic partners until the petition is dismissed, a judgment is entered, or the court makes further orders. They are enforceable anywhere in California by any law enforcement officer who has received or seen a copy of them.

**AVISO—LAS ÓRDENES DE RESTRICCIÓN SE ENCUENTRAN EN LA PÁGINA 2:** Las órdenes de restricción están en vigencia en cuanto a ambos cónyuges o miembros de la pareja de hecho hasta que se despidan la petición, se emita un fallo o la corte dé otras órdenes. Cualquier agencia del orden público que haya recibido o visto una copia de estas órdenes puede hacerlas acatar en cualquier lugar de California.

**FEE WAIVER:** If you cannot pay the filing fee, ask the clerk for a fee waiver form. The court may order you to pay back all or part of the fees and costs that the court waived for you or the other party.

**EXENCIÓN DE CUOTAS:** Si no puede pagar la cuota de presentación, pida al secretario un formulario de exención de cuotas. La corte puede ordenar que usted pague, ya sea en parte o por completo, las cuotas y costos de la corte previamente exentos a petición de usted o de la otra parte.

[SEAL]

1. The name and address of the court are (El nombre y dirección de la corte son):
2. The name, address, and telephone number of the petitioner's attorney, or the petitioner without an attorney, are: (El nombre, dirección y número de teléfono del abogado del demandante, o del demandante si no tiene abogado, son):

Date (Fecha): Clerk , by (Secretario, por) , Deputy (Asistente)

**STANDARD FAMILY LAW RESTRAINING ORDERS**

**Starting immediately, you and your spouse or domestic partner are restrained from:**

1. removing the minor children of the parties from the state or applying for a new or replacement passport for those minor children without the prior written consent of the other party or an order of the court;
2. cashing, borrowing against, canceling, transferring, disposing of, or changing the beneficiaries of any insurance or other coverage, including life, health, automobile, and disability, held for the benefit of the parties and their minor children;
3. transferring, encumbering, hypothecating, concealing, or in any way disposing of any property, real or personal, whether community, quasi-community, or separate, without the written consent of the other party or an order of the court, except in the usual course of business or for the necessities of life; and
4. creating a nonprobate transfer or modifying a nonprobate transfer in a manner that affects the disposition of property subject to the transfer, without the written consent of the other party or an order of the court. Before revocation of a nonprobate transfer can take effect or a right of survivorship to property can be eliminated, notice of the change must be filed and served on the other party.

You must notify each other of any proposed extraordinary expenditures at least five business days prior to incurring these extraordinary expenditures and account to the court for all extraordinary expenditures made after these restraining orders are effective. However, you may use community property, quasi-community property, or your own separate property to pay an attorney to help you or to pay court costs.

**NOTICE—ACCESS TO AFFORDABLE HEALTH**

**INSURANCE:** Do you or someone in your household need affordable health insurance? If so, you should apply for Covered California. Covered California can help reduce the cost you pay towards high quality affordable health care. For more information, visit [www.coveredca.com](http://www.coveredca.com). Or call Covered California at 1-800-300-1506.

**WARNING—IMPORTANT INFORMATION**

California law provides that, for purposes of division of property upon dissolution of a marriage or domestic partnership or upon legal separation, property acquired by the parties during marriage or domestic partnership in joint form is presumed to be community property. If either party to this action should die before the jointly held community property is divided, the language in the deed that characterizes how title is held (i.e., joint tenancy, tenants in common, or community property) will be controlling, and not the community property presumption. You should consult your attorney if you want the community property presumption to be written into the recorded title to the property.

**ÓRDENES DE RESTRICCIÓN ESTÁNDAR DE DERECHO FAMILIAR**

**En forma inmediata, usted y su cónyuge o pareja de hecho tienen prohibido:**

1. llevarse del estado de California a los hijos menores de las partes, o solicitar un pasaporte nuevo o de repuesto para los hijos menores, sin el consentimiento previo por escrito de la otra parte o sin una orden de la corte;
2. cobrar, pedir prestado, cancelar, transferir, deshacerse o cambiar el nombre de los beneficiarios de cualquier seguro u otro tipo de cobertura, como de vida, salud, vehículo y discapacidad, que tenga como beneficiario(s) a las partes y su(s) hijo(s) menor(es);
3. transferir, gravar, hipotecar, ocultar o deshacerse de cualquier manera de cualquier propiedad, inmueble o personal, ya sea comunitaria, cuasicomunitaria o separada, sin el consentimiento escrito de la otra parte o una orden de la corte, excepto en el curso habitual de actividades personales y comerciales o para satisfacer las necesidades de la vida; y
4. crear o modificar una transferencia no testamentaria de manera que afecte la asignación de una propiedad sujeta a transferencia, sin el consentimiento por escrito de la otra parte o una orden de la corte. Antes de que se pueda eliminar la revocación de una transferencia no testamentaria, se debe presentar ante la corte un aviso del cambio y hacer una entrega legal de dicho aviso a la otra parte.

Cada parte tiene que notificar a la otra sobre cualquier gasto extraordinario propuesto por lo menos cinco días hábiles antes de realizarlo, y rendir cuenta a la corte de todos los gastos extraordinarios realizados después de que estas órdenes de restricción hayan entrado en vigencia. No obstante, puede usar propiedad comunitaria, cuasicomunitaria o suya separada para pagar a un abogado que lo ayude o para pagar los costos de la corte.

**AVISO—ACCESO A SEGURO DE SALUD MÁS ECONÓMICO:**

¿Necesita seguro de salud a un costo asequible, ya sea para usted o alguien en su hogar? Si es así, puede presentar una solicitud con Covered California. Covered California lo puede ayudar a reducir el costo que paga por seguro de salud asequible y de alta calidad. Para obtener más información, visite [www.coveredca.com](http://www.coveredca.com). O llame a Covered California al 1-800-300-0213.

**ADVERTENCIA—INFORMACIÓN IMPORTANTE**

De acuerdo a la ley de California, las propiedades adquiridas por las partes durante su matrimonio o pareja de hecho en forma conjunta se consideran propiedad comunitaria para fines de la división de bienes que ocurre cuando se produce una disolución o separación legal del matrimonio o pareja de hecho. Si cualquiera de las partes de este caso llega a fallecer antes de que se divida la propiedad comunitaria de tenencia conjunta, el destino de la misma quedará determinado por las cláusulas de la escritura correspondiente que describen su tenencia (por ej., tenencia conjunta, tenencia en común o propiedad comunitaria) y no por la presunción de propiedad comunitaria. Si quiere que la presunción comunitaria quede registrada en la escritura de la propiedad, debería consultar con un abogado.

PARTY WITHOUT ATTORNEY OR ATTORNEY NAME: FIRM NAME: STREET ADDRESS: CITY: STATE: ZIP CODE: TELEPHONE NO.: FAX NO.: E-MAIL ADDRESS: ATTORNEY FOR (name):	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER: RESPONDENT:	
<b>PETITION FOR</b> <input type="checkbox"/> <b>Dissolution (Divorce) of:</b> <input type="checkbox"/> <b>Legal Separation of:</b> <input type="checkbox"/> <b>Nullity of:</b>	<input type="checkbox"/> <b>AMENDED</b> <input type="checkbox"/> Marriage <input type="checkbox"/> Domestic Partnership <input type="checkbox"/> Marriage <input type="checkbox"/> Domestic Partnership <input type="checkbox"/> Marriage <input type="checkbox"/> Domestic Partnership
	CASE NUMBER:

1. **LEGAL RELATIONSHIP** (check all that apply):
  - a. ☐ We are married.
  - b. ☐ We are domestic partners and our domestic partnership was established in California.
  - c. ☐ We are domestic partners and our domestic partnership was NOT established in California.
  
2. **RESIDENCE REQUIREMENTS** (check all that apply):
  - a. ☐ Petitioner ☐ Respondent has been a resident of this state for at least six months and of this county for at least three months immediately preceding the filing of this *Petition*. (For a divorce, unless you are in the legal relationship described in 1b., at least one of you must comply with this requirement.)
  - b. ☐ Our domestic partnership was established in California. Neither of us has to be a resident or have a domicile in California to dissolve our partnership here.
  - c. ☐ We are the same sex, were married in California, but currently live in a jurisdiction that does not recognize, and will not dissolve, our marriage. This *Petition* is filed in the county where we married.  
       Petitioner lives in (specify): \_\_\_\_\_ Respondent lives in (specify): \_\_\_\_\_
  
3. **STATISTICAL FACTS**
  - a. ☐ (1) Date of marriage (specify): \_\_\_\_\_ (2) Date of separation (specify): \_\_\_\_\_  
       (3) Time from date of marriage to date of separation (specify): \_\_\_\_\_ Years \_\_\_\_\_ Months
  - b. ☐ (1) Registration date of domestic partnership with the California Secretary of State or other state equivalent (specify below): \_\_\_\_\_  
       (2) Date of separation (specify): \_\_\_\_\_  
       (3) Time from date of registration of domestic partnership to date of separation (specify): \_\_\_\_\_ Years \_\_\_\_\_ Months
  
4. **MINOR CHILDREN**
  - a. ☐ There are no minor children.
  - b. ☐ The minor children are:  
       Child's name \_\_\_\_\_ Birthdate \_\_\_\_\_ Age \_\_\_\_\_

(1) ☐ continued on Attachment 4b.      (2) ☐ a child who is not yet born.

  - c. If any children listed above were born before the marriage or domestic partnership, the court has the authority to determine those children to be children of the marriage or domestic partnership.
  - d. If there are minor children of Petitioner and Respondent, a completed *Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)* (form [FL-105](#)) must be attached.
  - e. ☐ Petitioner and Respondent signed a voluntary declaration of parentage or paternity. (Attach a copy if available.)

PETITIONER: RESPONDENT:	CASE NUMBER:
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**Petitioner requests that the court make the following orders:**

**5. LEGAL GROUNDS** (Family Code sections 2200–2210, 2310–2312)

- a. ☐ Divorce or ☐ Legal separation of the marriage or domestic partnership based on (*check one*):  
     (1) ☐ irreconcilable differences.                      (2) ☐ permanent legal incapacity to make decisions.
- b. ☐ Nullity of void marriage or domestic partnership based on  
     (1) ☐ incest.                      (2) ☐ bigamy.
- c. ☐ Nullity of voidable marriage or domestic partnership based on  
     (1) ☐ petitioner's age at time of registration of domestic partnership or marriage.                      (4) ☐ fraud.  
     (2) ☐ prior existing marriage or domestic partnership.                      (5) ☐ force.  
     (3) ☐ unsound mind.                      (6) ☐ physical incapacity.

**6. CHILD CUSTODY AND VISITATION (PARENTING TIME)**

**Petitioner      Respondent      Joint      Other**

- |  |                          |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| a. Legal custody of children to .....                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Physical custody of children to .....                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Child visitation (parenting time) be granted to ..... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- As requested in    ☐ form FL-311    ☐ form FL-312    ☐ form FL-341(C)  
                              ☐ form FL-341(D)    ☐ form FL-341(E)    ☐ Attachment 6c(1)

**7. CHILD SUPPORT**

- a. If there are minor children born to or adopted by Petitioner and Respondent before or during this marriage or domestic partnership, the court will make orders for the support of the children upon request and submission of financial forms by the requesting party.
- b. An earnings assignment may be issued without further notice.
- c. Any party required to pay support must pay interest on overdue amounts at the "legal" rate, which is currently 10 percent.
- d. ☐ Other (*specify*):

**8. SPOUSAL OR DOMESTIC PARTNER SUPPORT**

- a. ☐ Spousal or domestic partner support payable to ☐ Petitioner ☐ Respondent
- b. ☐ Terminate (end) the court's ability to award support to ☐ Petitioner ☐ Respondent
- c. ☐ Reserve for future determination the issue of support payable to ☐ Petitioner ☐ Respondent
- d. ☐ Other (*specify*):

**9. SEPARATE PROPERTY**

- a. ☐ There are no such assets or debts that I know of to be confirmed by the court.
- b. ☐ Confirm as separate property the assets and debts in ☐ *Property Declaration* (form [FL-160](#)). ☐ [Attachment 9b](#).  
     ☐ the following list. Item Confirm to



PETITIONER: RESPONDENT:	CASE NUMBER:
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**10. COMMUNITY AND QUASI-COMMUNITY PROPERTY**

- a. ☐ There are no such assets or debts that I know of to be divided by the court.
- b. ☐ Determine rights to community and quasi-community assets and debts. All such assets and debts are listed  
☐ in *Property Declaration* (form [FL-160](#)) ☐ in [Attachment 10b](#).  
☐ as follows (*specify*):

**11. OTHER REQUESTS**

- a. ☐ Attorney's fees and costs payable by ☐ Petitioner ☐ Respondent
- b. ☐ Petitioner's former name be restored to (*specify*):
- c. ☐ Other (*specify*):

☐ Continued on Attachment 11c.

**12. I HAVE READ THE RESTRAINING ORDERS ON THE BACK OF THE SUMMONS, AND I UNDERSTAND THAT THEY APPLY TO ME WHEN THIS PETITION IS FILED.**

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

Date:  _____ (TYPE OR PRINT NAME)		_____ (SIGNATURE OF PETITIONER)
Date:  _____ (TYPE OR PRINT NAME)		_____ (SIGNATURE OF ATTORNEY FOR PETITIONER)

**FOR MORE INFORMATION:** Read *Legal Steps for a Divorce or Legal Separation* ([form FL-107-INFO](#)) and visit "Families Change" at [www.familieschange.ca.gov](http://www.familieschange.ca.gov) — an online guide for parents and children going through divorce or separation.

**NOTICE:** You may redact (black out) social security numbers from any written material filed with the court in this case other than a form used to collect child, spousal or partner support.

**NOTICE—CANCELLATION OF RIGHTS:** Dissolution or legal separation may automatically cancel the rights of a domestic partner or spouse under the other domestic partner's or spouse's will, trust, retirement plan, power of attorney, pay-on-death bank account, survivorship rights to any property owned in joint tenancy, and any other similar thing. It does not automatically cancel the right of a domestic partner or spouse as beneficiary of the other partner's or spouse's life insurance policy. You should review these matters, as well as any credit cards, other credit accounts, insurance policies, retirement plans, and credit reports, to determine whether they should be changed or whether you should take any other actions. Some changes may require the agreement of your partner or spouse or a court order.



ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address):    TELEPHONE NO.: _____ FAX NO. (Optional): _____ E-MAIL ADDRESS (Optional): _____ ATTORNEY FOR (Name): _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b>  STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER: _____ RESPONDENT: _____ OTHER PARTY: _____	
GUARDIANSHIP OF (Name): _____ Minor	CASE NUMBER: _____
<b>DECLARATION UNDER UNIFORM CHILD CUSTODY JURISDICTION AND ENFORCEMENT ACT (UCCJEA)</b>	

1. **I am a party** to this proceeding to determine custody of a child.
2. ☐ My present address and the present address of each child residing with me is confidential under Family Code section 3429 as I have indicated in item 3.
3. There are (specify number): \_\_\_\_\_ minor children who are subject to this proceeding, as follows:  
*(Insert the information requested below. The residence information must be given for the last FIVE years.)*

a. Child's name	Place of birth	Date of birth	Sex
Period of residence to present	Address <input type="checkbox"/> Confidential	Person child lived with (name and complete current address) <input type="checkbox"/> Confidential	Relationship
to	Child's residence (City, State)	Person child lived with (name and complete current address)	
to	Child's residence (City, State)	Person child lived with (name and complete current address)	
to	Child's residence (City, State)	Person child lived with (name and complete current address)	

b. Child's name	Place of birth	Date of birth	Sex
<input type="checkbox"/> Residence information is the same as given above for child a. (If NOT the same, provide the information below.)			
Period of residence to present	Address <input type="checkbox"/> Confidential	Person child lived with (name and complete current address) <input type="checkbox"/> Confidential	Relationship
to	Child's residence (City, State)	Person child lived with (name and complete current address)	
to	Child's residence (City, State)	Person child lived with (name and complete current address)	
to	Child's residence (City, State)	Person child lived with (name and complete current address)	

- c. ☐ Additional residence information for a child listed in item a or b is continued on attachment 3c.
- d. ☐ Additional children are listed on form FL-105(A)/GC-120(A). (Provide all requested information for additional children.)

SHORT TITLE: _____	CASE NUMBER: _____
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4. Do you have information about, or have you participated as a party or as a witness or in some other capacity in, another court case or custody or visitation proceeding, in California or elsewhere, concerning a child subject to this proceeding?

☐ Yes ☐ No (If yes, attach a copy of the orders (if you have one) and provide the following information):

Proceeding	Case number	Court (name, state, location)	Court order or judgment (date)	Name of each child	Your connection to the case	Case status
a. <input type="checkbox"/> Family						
b. <input type="checkbox"/> Guardianship						
c. <input type="checkbox"/> Other						

Proceeding	Case Number	Court (name, state, location)
d. <input type="checkbox"/> Juvenile Delinquency/ Juvenile Dependency		
e. <input type="checkbox"/> Adoption		

5. ☐ One or more domestic violence restraining/protective orders are now in effect. (Attach a copy of the orders if you have one and provide the following information):

Court	County	State	Case number (if known)	Orders expire (date)
a. <input type="checkbox"/> Criminal				
b. <input type="checkbox"/> Family				
c. <input type="checkbox"/> Juvenile Delinquency/ Juvenile Dependency				
d. <input type="checkbox"/> Other				

6. Do you know of any person who is not a party to this proceeding who has physical custody or claims to have custody of or visitation rights with any child in this case? ☐ Yes ☐ No (If yes, provide the following information):

<p>a. Name and address of person</p>   <p><input type="checkbox"/> Has physical custody  <input type="checkbox"/> Claims custody rights  <input type="checkbox"/> Claims visitation rights</p> <p>Name of each child</p>	<p>b. Name and address of person</p>   <p><input type="checkbox"/> Has physical custody  <input type="checkbox"/> Claims custody rights  <input type="checkbox"/> Claims visitation rights</p> <p>Name of each child</p>	<p>c. Name and address of person</p>   <p><input type="checkbox"/> Has physical custody  <input type="checkbox"/> Claims custody rights  <input type="checkbox"/> Claims visitation rights</p> <p>Name of each child</p>
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I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

\_\_\_\_\_  
(TYPE OR PRINT NAME)



\_\_\_\_\_  
(SIGNATURE OF DECLARANT)

7. ☐ Number of pages attached: \_\_\_\_\_

**NOTICE TO DECLARANT: You have a continuing duty to inform this court if you obtain any information about a custody proceeding in a California court or any other court concerning a child subject to this proceeding.**

1. At the time of service I was at least 18 years of age and not a party to this action. I served the respondent with copies of:
- a. ☐ Family Law: *Petition—Marriage/Domestic Partnership* (form [FL-100](#)), *Summons* (form [FL-110](#)), and blank *Response—Marriage/Domestic Partnership* (form [FL-120](#))
- or—
- b. ☐ Uniform Parentage: *Petition to Determine Parental Relationship* (form [FL-200](#)), *Summons* (form [FL-210](#)), and blank *Response to Petition to Determine Parental Relationship* (form [FL-220](#))
- or—
- c. ☐ Custody and Support: *Petition for Custody and Support of Minor Children* (form [FL-260](#)), *Summons* (form [FL-210](#)), and blank *Response to Petition for Custody and Support of Minor Children* (form [FL-270](#))
- and
- d. ☐ (1) ☐ Completed and blank *Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)* (form [FL-105](#))
- (2) ☐ Completed and blank *Declaration of Disclosure* (form [FL-140](#))
- (3) ☐ Completed and blank *Schedule of Assets and Debts* (form [FL-142](#))
- (4) ☐ Completed and blank *Income and Expense Declaration* (form [FL-150](#))
- (5) ☐ Completed and blank *Financial Statement (Simplified)* (form [FL-155](#))
- (6) ☐ Completed and blank *Property Declaration* (form [FL-160](#))
- (7) ☐ *Request for Order* (form [FL-300](#)), and blank *Responsive Declaration to Request for Order* (form [FL-320](#))
- (8) ☐ Other (specify):

3. I served the respondent by the following means (*check proper boxes*):

- a. ☐ **Personal service.** I personally delivered the copies to the respondent (Code Civ. Proc., § 415.10) on *(date)*: \_\_\_\_\_ at *(time)*: \_\_\_\_\_
- b. ☐ **Substituted service.** I left the copies with or in the presence of *(name)*: \_\_\_\_\_ who is *(specify title or relationship to respondent)*: \_\_\_\_\_

- (1) ☐ **(Business)** a person at least 18 years of age who was apparently in charge at the office or usual place of business of the respondent. I informed the person of the general nature of the papers.
- (2) ☐ **(Home)** a competent member of the household (at least 18 years of age) at the home of the respondent. I informed the person of the general nature of the papers.

on (date): \_\_\_\_\_ at (time): \_\_\_\_\_

I thereafter mailed additional copies (by first class, postage prepaid) to the respondent at the place where the copies were left (Code Civ. Proc., § 415.20b) on (date):

A **declaration of diligence** is attached, stating the actions taken to first attempt personal service.

PETITIONER: RESPONDENT:	CASE NUMBER:
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3. c. ☐ **Mail and acknowledgment service.** I mailed the copies to the respondent, addressed as shown in item 2, by first-class mail, postage prepaid, on *(date)*: from *(city)*:
- (1) ☐ with two copies of the *Notice and Acknowledgment of Receipt* (form [FL-117](#)) and a postage-paid return envelope addressed to me. (**Attach completed *Notice and Acknowledgment of Receipt* (form [FL-117](#)).**) (Code Civ. Proc., § 415.30.)
- (2) ☐ to an address outside California (by registered or certified mail with return receipt requested). (**Attach signed return receipt or other evidence of actual delivery to the respondent.**) (Code Civ. Proc., §§ 415.40, 417.20.)
- d. ☐ **Other** *(specify code section)*:
- ☐ Continued on [Attachment 3d](#).

4. **Person who served papers**

Name:

Address:

Telephone number:

This person is

- a. ☐ exempt from registration under Business and Professions Code section 22350(b).
- b. ☐ not a registered California process server.
- c. ☐ a registered California process server: ☐ an employee or ☐ an independent contractor
- (1) Registration no.:
- (2) County:
- (3) **The fee** for service was *(specify)*: \$
5. ☐ **I declare** under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
- or—
6. ☐ **I am a California sheriff, marshal, or constable**, and I certify that the foregoing is true and correct.

Date:

\_\_\_\_\_  
(NAME OF PERSON WHO SERVED PAPERS)



\_\_\_\_\_  
(SIGNATURE OF PERSON WHO SERVED PAPERS)

## ALTERNATIVE METHODS OF RESOLVING DISPUTES IN FAMILY LAW CASES

The business of the Ventura County Superior Court, like all court systems, is “dispute resolution”, which includes those disputes which arise in actions for Dissolution of Marriage, to Establish a Parental Relationship, for Civil Domestic Violence Restraining Orders, and other Family Law cases. These disputes may center upon the custody and visitation of children; the division, ownership, and use of personal or real property; and financial support.

As you begin the process of dealing with these kinds of matters in a formal lawsuit, you should be aware that the court system is a very complex process which is founded on the “adversarial” nature of litigation. While this process works well for many kinds of disputes, it may not always be the best or easiest or most comfortable way to resolve a very personal dispute which involves you, your children, your property, and your finances.

Over the past decade, a number of effective, alternative methods of resolving disputes in Family Law matters have arisen and, undoubtedly, other methods will emerge in the future. While it would be improper to recommend a specific group or individual, the Court and the Bar Association support the establishment of these new approaches and sincerely endorse the following alternatives to traditional litigation. Therefore, we invite you to consider the following as potential methods of resolving your dispute in a way which may make you more comfortable with the process and, therefore, more satisfied with the outcome.

\* In the **COLLABORATIVE FAMILY LAW** process, experienced family lawyers, specially trained in negotiations and conflict resolution, represent each party, but only for purpose of helping them to settle the case. You, the other party, and your lawyers agree in writing not to go to court for a trial or hearing. As such, the collaborative lawyers’ only goal is to help you and the other party settle your case in a way that is mutually satisfactory to both sides.

\* The **FAMILY LAW FACILITATOR** of the Ventura County Superior Court is a “self help center” which provides litigants with information, forms, and instructions on how to complete their case without going to court. Assistance is available for preparing or responding to a dissolution, legal separation or parentage/paternity action or a Request for Order and for completing the Final Judgment. The hours of the center and the schedule for the classes are available at the Clerk’s Office or on the Court’s website located at [www.ventura.courts.ca.gov](http://www.ventura.courts.ca.gov).

\* Many attorneys offer “**LIMITED SCOPE**” or “**UNBUNDLED**” **SERVICES** to parties who can do some of the work on their own but need an attorney for a limited purpose, such as writing up an agreement or appearing in court, if necessary. You and the attorney will sign a paper stating exactly what the attorney will do for you. The attorney will only do the agreed upon work and you will only be billed for those services. When the task is over, you will sign another paper releasing the attorney from the case.

\* Together, the parties agree to use a **NEUTRAL ARBITRATOR**, who is selected and empowered by the parties to decide the dispute at arranged times and places in a private setting which is not open to the public and which may be far less formal than a public courtroom.

\* Disputes can be resolved by **PRIVATE MEDIATION** outside of court. Mediation is non-adversarial. You and the other party will work together with an attorney, counselor, or other specially trained mediator to develop a written agreement resolving all aspects of the case. Professional counselors in the mental health field can also provide Mediation or special expertise for child custody and visitation issues or to address the parenting problems of and parenting solutions for separated and separating families.

More information about these and other alternatives is available in the following locations:

The **Ventura Courthouse** [ the Clerk’s Office (2<sup>nd</sup> floor), the Mediation Department ( 3<sup>rd</sup> floor), and the Family Law Self Help Center (3<sup>rd</sup> floor) ;and the **Ventura County Bar Association** [4475 Market Street, Suite B, Ventura (805-650-7599)].

**William Q. Liebmann**  
Supervising Judge,  
Family Law Division  
**Ventura County Superior Court**

**David Karen**  
Chairman,  
Alternative Dispute Resolution  
**Ventura County Bar Association**

## METODOS ALTERNATIVOS PARA RESOLVER DISPUTAS EN CASOS DE DERECHO DE FAMILIAS.

La función del Tribunal Superior del Condado de Ventura es “resolver disputas”, inclusive las que resultan de las demandas de Divorcio, Relación entre Padres e Hijos, Ordenes de Alejamiento por Violencia Intra-familiar, y otros casos de Derecho Familiar. Estas disputas se centran en la tutela de los niños y el derecho a visitarlos, la separación de bienes personales y propiedad raíz, y la pensión alimenticia.

Cuando usted empiece el proceso para resolver su caso es importante que entienda que el sistema judicial es muy complicado y que se basa en litigios entre adversarios. Este proceso funciona bien para muchos casos, pero no siempre es el mejor, el más fácil o el más cómodo para resolver casos tan personales como el suyo, que involucra a sus hijos, sus bienes y sus asuntos financieros.

En los últimos 10 años han surgido varios métodos alternativos que han resultado efectivos para resolver casos de Derecho de Familias. El Tribunal y la Asociación de Abogados respaldan los siguientes métodos alternativos y le invitamos a que los considere para resolver su caso. Al usar un proceso que lo haga sentir más cómodo, quizás usted se sienta más satisfecho con los resultados.

- **Colaboración en Derecho de Familias**, es un proceso en el que a cada parte la representa un abogado con mucha experiencia en Derecho Familiar, entrenado para hacer negociaciones y resolver conflictos, y su único propósito es ayudarlos a que lleguen a un acuerdo en el caso. Usted, la parte opuesta y sus respectivos abogados dejan constancia por escrito de que están de acuerdo en no pasar su caso a juicio o a audiencia en el Tribunal
- **El Facilitador de Derecho De Familia** del Tribunal Superior del Condado de Ventura es un centro de auto-ayuda que proporciona a los litigantes información, formularios e instrucciones para completar su caso sin tener que pasar ante un juez en el tribunal. Le ayudan a preparar y responder a una disolución, separación legal o una acción de parentesco/paternidad o a hacer una Petición de una Orden y a completar una Sentencia Definitiva. Los horarios del Centro y de las clases están disponible en la Oficina General de Archivos Sala 208, o en el sitio [www.ventura.courts.ca.gov](http://www.ventura.courts.ca.gov) de la red del Tribunal.
- **Servicios Específicos y con Enfoque Limitado.** Muchos abogados ofrecen estos servicios a quienes necesiten a un abogado únicamente para algunas cosas, tales como redactar un acuerdo o para presentarse en el tribunal si fuera necesario. Usted y el abogado firman un documento que diga exactamente lo que el abogado hará por usted. El abogado únicamente hará el trabajo al que se comprometió por escrito y sólo le cobrará por dichos servicios.
- Un **Arbitro**, a quien lo seleccionan de común acuerdo entre las partes en el caso, y lo autorizan para tomar las decisiones necesarias para resolver la disputa en un sitio privado, que sea menos formal que una sala del Tribunal.
- Una **mediación privada** fuera del Tribunal. Usted y la parte opuesta trabajarán en conjunto con un abogado, un consejero, u otra persona especialmente entrenada como mediador para llegar a un acuerdo por escrito en el que se resuelven todos los aspectos del caso. Los consejeros profesionales en el área de salud mental también pueden llevar a cabo mediaciones y otros servicios especializados en casos de tutela o visitas con los hijos.

Para mayor información sobre estos métodos alternativos y otras opciones diríjase a los siguientes sitios: el Edificio del Tribunal en Ventura (Oficinas 208 y 210), el Departamento de Mediación (3 piso) y el Centro de Ayuda Legal (3 piso); y la Asociación de Abogados (4475 Calle Market, oficina B en Ventura, 805- 650-7599)

**William Q. Liebmann**  
Juez Supervisor  
Departamento de Derecho de Familias  
Tribunal Superior del Condado de Ventura

**David Karen**  
Director  
Resolución Alternativa a Disputas  
Barra de Abogados, Condado de  
Ventura



# **NOTICE**

**ALL OF THE FOLLOWING FORMS ARE LEFT  
BLANK AND MUST BE SERVED  
ON THE RESPONDENT  
ALONG WITH A COPY OF THE DOCUMENTS  
YOU HAVE FILED**



# **HOW TO RESPOND TO AN ACTION FOR DISSOLUTION, LEGAL SEPARATION, OR NULLITY**

**1. COMPLETE THE FORMS (Type or print in black/blue ink)**

- Response (with Declaration under the UCCJEA if minor children)
- Proof of Service

**2. MAKE A COPY AND HAVE IT SERVED**

The copy is to be "served" on the other party, the Petitioner. Service means the copy must be mailed to the Petitioner by someone over the age of 18 other than you. You cannot "serve" it yourself.

**3. HAVE THE PROOF OF SERVICE SIGNED**

The person who mailed the copy to Petitioner must sign the Proof of Service. Once the Proof of Service has been signed, make one additional copy of all the forms.

**4. FILE THE PAPERS**

Visit the court's homepage and click on the "Schedule an Appointment" button to schedule an appointment for filing. On the date and time of your scheduled appointment take the original and one copy to the Clerk's Office, in Ventura, Room 208. You will have to pay a filing fee. The Fee Schedule can be obtained from the Clerk. If you cannot afford the fee, you may be able to have that fee "waived". You will need to complete the FEE WAIVER PACKET. The clerk will keep the original and return the copy to you, stamped to show that it has been "filed". That copy is for your records.

**THESE PAPERS ONLY BEGIN THE ACTION. THE RESPONSE SHOWS THE COURT THAT YOU ARE A PARTICIPANT IN THE ACTION. ADDITIONAL FORMS ARE NEEDED TO GET CUSTODY OR SUPPORT ORDERS AND TO GET A FINAL JUDGMENT**



PARTY WITHOUT ATTORNEY OR ATTORNEY NAME: FIRM NAME: STREET ADDRESS: CITY: STATE: ZIP CODE: TELEPHONE NO.: FAX NO.: E-MAIL ADDRESS: ATTORNEY FOR (name):	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER: RESPONDENT:	
<b>RESPONSE</b> <input type="checkbox"/> <b>AND REQUEST FOR</b> <input type="checkbox"/> <b>AMENDED</b> <input type="checkbox"/> <b>Dissolution (Divorce) of:</b> <input type="checkbox"/> Marriage <input type="checkbox"/> Domestic Partnership <input type="checkbox"/> <b>Legal Separation of:</b> <input type="checkbox"/> Marriage <input type="checkbox"/> Domestic Partnership <input type="checkbox"/> <b>Nullity of:</b> <input type="checkbox"/> Marriage <input type="checkbox"/> Domestic Partnership	CASE NUMBER:

**1. LEGAL RELATIONSHIP** (check all that apply):

- a. ☐ We are married.
- b. ☐ We are domestic partners and our domestic partnership was established in California.
- c. ☐ We are domestic partners and our domestic partnership was NOT established in California.

**2. RESIDENCE REQUIREMENTS** (check all that apply):

- a. ☐ Petitioner ☐ Respondent has been a resident of this state for at least six months and of this county for at least three months immediately preceding the filing of this *Petition*. (For a divorce, unless you are in the legal relationship described in 1b., at least one of you must comply with this requirement.)
- b. ☐ Our domestic partnership was established in California. Neither of us has to be a resident or have a domicile in California to dissolve our partnership here.
- c. ☐ We are the same sex, were married in California, but currently live in a jurisdiction that does not recognize, and will not dissolve, our marriage. This *Petition* is filed in the county where we married.  
 Petitioner lives in (specify): Respondent lives in (specify):

**3. STATISTICAL FACTS**

- a. ☐ (1) Date of marriage (specify): (2) Date of separation (specify):  
 (3) Time from date of marriage to date of separation (specify): Years Months
- b. ☐ (1) Registration date of domestic partnership with the California Secretary of State or other state equivalent (specify below):  
 (2) Date of separation (specify):  
 (3) Time from date of registration of domestic partnership to date of separation (specify): Years Months

**4. MINOR CHILDREN**

- a. ☐ There are no minor children.
- b. ☐ The minor children are:  

<u>Child's name</u>	<u>Birthdate</u>	<u>Age</u>

(1) ☐ continued on Attachment 4b. (2) ☐ a child who is not yet born.

- c. If any children were born before the marriage or domestic partnership, the court has the authority to determine those children to be children of the marriage or domestic partnership.
- d. If there are minor children of Petitioner and Respondent, a completed *Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)* (form [FL-105](#)) must be attached.
- e. ☐ Petitioner and Respondent signed a voluntary declaration of parentage or paternity. (Attach a copy if available.)

**5. LEGAL GROUNDS** (Family Code sections 2200–2210; 2310–2312)

- |   |   |                          |                          |                          |                          |
|---|---|--------------------------|--------------------------|--------------------------|--------------------------|
| <b>6. CHILD CUSTODY AND VISITATION (PARENTING TIME)</b>   |   | <b>Petitioner</b>        | <b>Respondent</b>        | <b>Joint</b>             | <b>Other</b>             |
| a.  | Legal custody of children to .....                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b.  | Physical custody of children to .....                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c.  | Child visitation (parenting time) be granted to ..... | <input type="checkbox"/> | <input type="checkbox"/> |                          | <input type="checkbox"/> |
| As requested in <input type="checkbox"/> form FL-311 <input type="checkbox"/> form FL-312 <input type="checkbox"/> form FL-341(C) |   |                          |                          |                          |                          |
| <input type="checkbox"/> form FL-341(D) <input type="checkbox"/> form FL-341(E) <input type="checkbox"/> Attachment 6c(1)         |   |                          |                          |                          |                          |

- a. If there are minor children born to or adopted by Petitioner and Respondent before or during this marriage or domestic partnership, the court will make orders for the support of the children upon request and submission of financial forms by the requesting party.
- b. An earnings assignment may be issued without further notice.
- c. Any party required to pay support must pay interest on overdue amounts at the "legal" rate, which is currently 10 percent.
- d. ☐ Other (specify):

a. ☐ Spousal or domestic partner support payable to ☐ Petitioner ☐ Respondent

b. ☐ Terminate (end) the court's ability to award support to ☐ Petitioner ☐ Respondent

c. ☐ Reserve for future determination the issue of support payable to ☐ Petitioner ☐ Respondent

d. ☐ Other (*specify*): \_\_\_\_\_

a. ☐ There are no such assets or debts that I know of to be confirmed by the court.

b. ☐ Confirm as separate property the assets and debts in ☐ *Property Declaration* (form [FL-160](#)). ☐ [Attachment 9b](#).  
☐ the following list. Item Confirm to

PETITIONER: RESPONDENT:	CASE NUMBER:
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**10. COMMUNITY AND QUASI-COMMUNITY PROPERTY**



- a. ☐ There are no such assets or debts that I know of to be divided by the court.
- b. ☐ Determine rights to community and quasi-community assets and debts. All such assets and debts are listed  
☐ *Property Declaration* (form [FL-160](#)). ☐ [Attachment 10b](#).  
☐ as follows (*specify*):

**11. OTHER REQUESTS**

- a. ☐ Attorney's fees and costs payable by ☐ Petitioner ☐ Respondent
- b. ☐ Respondent's former name be restored to (*specify*):
- c. ☐ Other (*specify*):

☐ Continued on Attachment 11c..

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

Date:  _____ (TYPE OR PRINT NAME)	 _____ (SIGNATURE OF RESPONDENT)
Date:  _____ (TYPE OR PRINT NAME)	 _____ (SIGNATURE OF ATTORNEY FOR RESPONDENT)

**FOR MORE INFORMATION:** Read *Legal Steps for a Divorce or Legal Separation* (form [FL-107-INFO](#)) and visit "Families Change" at [www.familieschange.ca.gov](http://www.familieschange.ca.gov) — an online guide for parents and children going through divorce or separation.

**NOTICE:** You may redact (black out) social security numbers from any written material filed with the court in this case other than a form used to collect child, spousal or partner support.

**NOTICE—CANCELLATION OF RIGHTS:** Dissolution or legal separation may automatically cancel the rights of a domestic partner or spouse under the other domestic partner's or spouse's will, trust, retirement plan, power of attorney, pay-on-death bank account, survivorship rights to any property owned in joint tenancy, and any other similar thing. It does not automatically cancel the right of a domestic partner or spouse as beneficiary of the other partner's or spouse's life insurance policy. You should review these matters, as well as any credit cards, other credit accounts, insurance policies, retirement plans, and credit reports, to determine whether they should be changed or whether you should take any other actions. Some changes may require the agreement of your partner or spouse or a court order.

**The original response must be filed in the court with proof of service of a copy on Petitioner.**





ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address):    TELEPHONE NO.: _____ FAX NO. (Optional): _____ E-MAIL ADDRESS (Optional): _____ ATTORNEY FOR (Name): _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b>  STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER: _____ RESPONDENT: _____ OTHER PARTY: _____	
GUARDIANSHIP OF (Name): _____ Minor	CASE NUMBER: _____
<b>DECLARATION UNDER UNIFORM CHILD CUSTODY JURISDICTION AND ENFORCEMENT ACT (UCCJEA)</b>	

1. **I am a party** to this proceeding to determine custody of a child.
2. ☐ My present address and the present address of each child residing with me is confidential under Family Code section 3429 as I have indicated in item 3.
3. There are (specify number): \_\_\_\_\_ minor children who are subject to this proceeding, as follows:  
*(Insert the information requested below. The residence information must be given for the last FIVE years.)*

a. Child's name	Place of birth	Date of birth	Sex
Period of residence to present	Address <input type="checkbox"/> Confidential	Person child lived with (name and complete current address) <input type="checkbox"/> Confidential	Relationship
to	Child's residence (City, State)	Person child lived with (name and complete current address)	
to	Child's residence (City, State)	Person child lived with (name and complete current address)	
to	Child's residence (City, State)	Person child lived with (name and complete current address)	

b. Child's name	Place of birth	Date of birth	Sex
<input type="checkbox"/> Residence information is the same as given above for child a. (If NOT the same, provide the information below.)			
Period of residence to present	Address <input type="checkbox"/> Confidential	Person child lived with (name and complete current address) <input type="checkbox"/> Confidential	Relationship
to	Child's residence (City, State)	Person child lived with (name and complete current address)	
to	Child's residence (City, State)	Person child lived with (name and complete current address)	
to	Child's residence (City, State)	Person child lived with (name and complete current address)	

- c. ☐ Additional residence information for a child listed in item a or b is continued on attachment 3c.
- d. ☐ Additional children are listed on form FL-105(A)/GC-120(A). (Provide all requested information for additional children.)

SHORT TITLE: _____	CASE NUMBER: _____
-----------------------	-----------------------

4. Do you have information about, or have you participated as a party or as a witness or in some other capacity in, another court case or custody or visitation proceeding, in California or elsewhere, concerning a child subject to this proceeding?

☐ Yes ☐ No (If yes, attach a copy of the orders (if you have one) and provide the following information):

Proceeding	Case number	Court (name, state, location)	Court order or judgment (date)	Name of each child	Your connection to the case	Case status
a. <input type="checkbox"/> Family						
b. <input type="checkbox"/> Guardianship						
c. <input type="checkbox"/> Other						

Proceeding	Case Number	Court (name, state, location)
d. <input type="checkbox"/> Juvenile Delinquency/ Juvenile Dependency		
e. <input type="checkbox"/> Adoption		

5. ☐ One or more domestic violence restraining/protective orders are now in effect. (Attach a copy of the orders if you have one and provide the following information):

Court	County	State	Case number (if known)	Orders expire (date)
a. <input type="checkbox"/> Criminal				
b. <input type="checkbox"/> Family				
c. <input type="checkbox"/> Juvenile Delinquency/ Juvenile Dependency				
d. <input type="checkbox"/> Other				

6. Do you know of any person who is not a party to this proceeding who has physical custody or claims to have custody of or visitation rights with any child in this case? ☐ Yes ☐ No (If yes, provide the following information):

<p>a. Name and address of person</p>   <p><input type="checkbox"/> Has physical custody  <input type="checkbox"/> Claims custody rights  <input type="checkbox"/> Claims visitation rights</p> <p>Name of each child</p>	<p>b. Name and address of person</p>   <p><input type="checkbox"/> Has physical custody  <input type="checkbox"/> Claims custody rights  <input type="checkbox"/> Claims visitation rights</p> <p>Name of each child</p>	<p>c. Name and address of person</p>   <p><input type="checkbox"/> Has physical custody  <input type="checkbox"/> Claims custody rights  <input type="checkbox"/> Claims visitation rights</p> <p>Name of each child</p>
---	---	---

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

Date:

\_\_\_\_\_  
(TYPE OR PRINT NAME)



\_\_\_\_\_  
(SIGNATURE OF DECLARANT)

7. ☐ Number of pages attached: \_\_\_\_\_

**NOTICE TO DECLARANT: You have a continuing duty to inform this court if you obtain any information about a custody proceeding in a California court or any other court concerning a child subject to this proceeding.**

- ☐ **Summons**
  - ☐ **Petition**
  - ☐ **Response**
  - ☐ **Complaint**
  - ☐ **Answer**
  - ☐ **UCCJEA Declaration**
  - ☐ **Notice of Motion**
  - ☐ **Request for Order**
  - ☐ **Temporary Restraining Order**
  - ☐ **Mediation/Orientation Appointment**
  - ☐ **Fact Sheet**

- ☐ Responsive Declaration to Request for Order
- ☐ Income & Expense Declaration
- ☐ Order After Hearing
- ☐ Blank Response
- ☐ Blank Answer
- ☐ Blank Responsive Declaration
- ☐ Blank Income and Expense Declaration
- ☐ OTHER \_\_\_\_\_

- ☐ To an address outside of California with return receipt requested (Attach Returned Receipt)

**PROOF OF SERVICE**

6. Person Serving (name, address and telephone number):

7. Person serving, additional information

- ☐ Fee for service
  - ☐ Not a registered California process server.
  - ☐ Exempt from registration under B & P section 22350(b)
  - ☐ Registered California process server:
    - ☐ Employee or independent contractor
- Registration Number:  
County of Registration:

**I declare under the penalty of perjury and pursuant to the laws of the State of California that the foregoing is true and correct. Executed on \_\_\_\_\_ at \_\_\_\_\_.**

\_\_\_\_\_  
**Signature of Declarant**

**I am a California sheriff, marshall or constable, and I certify that the foregoing is true and correct. Executed on \_\_\_\_\_ at \_\_\_\_\_.**

\_\_\_\_\_  
**Signature**

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name and Address)     Telephone Number     E-MAIL ADDRESS  ATTORNEY FOR (Name):	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF VENTURA  <input type="checkbox"/> 800 SOUTH VICTORIA AVE. VENTURA, CA 93009	
PETITIONER:  RESPONDENT:	
<p style="text-align: center;"><b>CONSENT FOR COURT ASSIGNMENT (FAMILY LAW)</b></p>	CASE NUMBER:

The undersigned hereby consents that the cause titled and numbered above may be tried by \_\_\_\_\_, Court Commissioner of the Ventura County Superior Court, as temporary judge, in accordance with Article 6, Section 21 of the Constitution of the State of California.

It is understood by the undersigned that by order of the Presiding Judge of the Ventura County Superior Court, Commissioner \_\_\_\_\_ has been appointed to act as temporary judge to try the above referenced case, hear and decide all motions and make any orders including sentencing connected with this case. It is understood that Commissioner \_\_\_\_\_, has been appointed to try the case referred to, and has taken the necessary oath of office to try the case as temporary judge.

Dated: \_\_\_\_\_

Signature of litigant or attorney

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



## ALTERNATIVE METHODS OF RESOLVING DISPUTES IN FAMILY LAW CASES

The business of the Ventura County Superior Court, like all court systems, is “dispute resolution”, which includes those disputes which arise in actions for Dissolution of Marriage, to Establish a Parental Relationship, for Civil Domestic Violence Restraining Orders, and other Family Law cases. These disputes may center upon the custody and visitation of children; the division, ownership, and use of personal or real property; and financial support.

As you begin the process of dealing with these kinds of matters in a formal lawsuit, you should be aware that the court system is a very complex process which is founded on the “adversarial” nature of litigation. While this process works well for many kinds of disputes, it may not always be the best or easiest or most comfortable way to resolve a very personal dispute which involves you, your children, your property, and your finances.

Over the past decade, a number of effective, alternative methods of resolving disputes in Family Law matters have arisen and, undoubtedly, other methods will emerge in the future. While it would be improper to recommend a specific group or individual, the Court and the Bar Association support the establishment of these new approaches and sincerely endorse the following alternatives to traditional litigation. Therefore, we invite you to consider the following as potential methods of resolving your dispute in a way which may make you more comfortable with the process and, therefore, more satisfied with the outcome.

\* In the **COLLABORATIVE FAMILY LAW** process, experienced family lawyers, specially trained in negotiations and conflict resolution, represent each party, but only for purpose of helping them to settle the case. You, the other party, and your lawyers agree in writing not to go to court for a trial or hearing. As such, the collaborative lawyers’ only goal is to help you and the other party settle your case in a way that is mutually satisfactory to both sides.

\* The **FAMILY LAW FACILITATOR** of the Ventura County Superior Court is a “self help center” which provides litigants with information, forms, and instructions on how to complete their case without going to court. Assistance is available for preparing or responding to a dissolution, legal separation or parentage/paternity action or a Request for Order and for completing the Final Judgment. The hours of the center and the schedule for the classes are available at the Clerk’s Office or on the Court’s website located at [www.ventura.courts.ca.gov](http://www.ventura.courts.ca.gov).

\* Many attorneys offer “**LIMITED SCOPE**” or “**UNBUNDLED**” **SERVICES** to parties who can do some of the work on their own but need an attorney for a limited purpose, such as writing up an agreement or appearing in court, if necessary. You and the attorney will sign a paper stating exactly what the attorney will do for you. The attorney will only do the agreed upon work and you will only be billed for those services. When the task is over, you will sign another paper releasing the attorney from the case.

\* Together, the parties agree to use a **NEUTRAL ARBITRATOR**, who is selected and empowered by the parties to decide the dispute at arranged times and places in a private setting which is not open to the public and which may be far less formal than a public courtroom.

\* Disputes can be resolved by **PRIVATE MEDIATION** outside of court. Mediation is non-adversarial. You and the other party will work together with an attorney, counselor, or other specially trained mediator to develop a written agreement resolving all aspects of the case. Professional counselors in the mental health field can also provide Mediation or special expertise for child custody and visitation issues or to address the parenting problems of and parenting solutions for separated and separating families.

More information about these and other alternatives is available in the following locations:

The **Ventura Courthouse** [ the Clerk’s Office (2<sup>nd</sup> floor), the Mediation Department ( 3<sup>rd</sup> floor), and the Family Law Self Help Center (3<sup>rd</sup> floor) ;and the **Ventura County Bar Association** [4475 Market Street, Suite B, Ventura (805-650-7599)].

**Joann Johnson**  
Supervising Judge,  
Family Law Division  
**Ventura County Superior Court**

**David Karen**  
Chairman,  
Alternative Dispute Resolution  
**Ventura County Bar Association**

## METODOS ALTERNATIVOS PARA RESOLVER DISPUTAS EN CASOS DE DERECHO DE FAMILIAS.

La función del Tribunal Superior del Condado de Ventura es “resolver disputas”, inclusive las que resultan de las demandas de Divorcio, Relación entre Padres e Hijos, Ordenes de Alejamiento por Violencia Intra-familiar, y otros casos de Derecho Familiar. Estas disputas se centran en la tutela de los niños y el derecho a visitarlos, la separación de bienes personales y propiedad raíz, y la pensión alimenticia.

Cuando usted empiece el proceso para resolver su caso es importante que entienda que el sistema judicial es muy complicado y que se basa en litigios entre adversarios. Este proceso funciona bien para muchos casos, pero no siempre es el mejor, el más fácil o el más cómodo para resolver casos tan personales como el suyo, que involucra a sus hijos, sus bienes y sus asuntos financieros.

En los últimos 10 años han surgido varios métodos alternativos que han resultado efectivos para resolver casos de Derecho de Familias. El Tribunal y la Asociación de Abogados respaldan los siguientes métodos alternativos y le invitamos a que los considere para resolver su caso. Al usar un proceso que lo haga sentir más cómodo, quizás usted se sienta más satisfecho con los resultados.

- ... **Colaboración en Derecho de Familias**, es un proceso en el que a cada parte la representa un abogado con mucha experiencia en Derecho Familiar, entrenado para hacer negociaciones y resolver conflictos, y su único propósito es ayudarlos a que lleguen a un acuerdo en el caso. Usted, la parte opuesta y sus respectivos abogados dejan constancia por escrito de que están de acuerdo en no pasar su caso a juicio o a audiencia en el Tribunal
- ... **El Facilitador de Derecho De Familia** del Tribunal Superior del Condado de Ventura es un centro de auto-ayuda que proporciona a los litigantes información, formularios e instrucciones para completar su caso sin tener que pasar ante un juez en el tribunal. Le ayudan a preparar y responder a una disolución, separación legal o una acción de parentesco/paternidad o a hacer una Petición de una Orden y a completar una Sentencia Definitiva. Los horarios del Centro y de las clases están disponible en la Oficina General de Archivos Sala 208, o en el sitio [www.ventura.courts.ca.gov](http://www.ventura.courts.ca.gov). de la red del Tribunal.
- ... **Servicios Específicos y con Enfoque Limitado**. Muchos abogados ofrecen estos servicios a quienes necesiten a un abogado únicamente para algunas cosas, tales como redactar un acuerdo o para presentarse en el tribunal si fuera necesario. Usted y el abogado firman un documento que diga exactamente lo que el abogado hará por usted. El abogado únicamente hará el trabajo al que se comprometió por escrito y sólo le cobrará por dichos servicios.
- ... Un **Arbitro**, a quien lo seleccionan de común acuerdo entre las partes en el caso, y lo autorizan para tomar las decisiones necesarias para resolver la disputa en un sitio privado, que sea menos formal que una sala del Tribunal.
- ... Una **mediación privada** fuera del Tribunal. Usted y la parte opuesta trabajarán en conjunto con un abogado, un consejero, u otra persona especialmente entrenada como mediador para llegar a un acuerdo por escrito en el que se resuelven todos los aspectos del caso. Los consejeros profesionales en el área de salud mental también pueden llevar a cabo mediaciones y otros servicios especializados en casos de tutela o visitas con los hijos.

Para mayor información sobre estos métodos alternativos y otras opciones diríjase a los siguientes sitios: el Edificio del Tribunal en Ventura (Oficinas 208 y 210), el Departamento de Mediación (3 piso) y el Centro de Ayuda Legal (3 piso); y la Asociación de Abogados (4475 Calle Market, oficina B en Ventura, 805- 650-7599)

**Joann Johnson**  
Juez Supervisor  
Departamento de Derecho de Familias  
Tribunal Superior del Condado de Ventura

**David Karen**  
Director  
Resolución Alternativa a Disputas  
Barra de Abogados, Condado de Ventura