

Petition to Establish Visitation/Time-Sharing of Minor Children Checklist

1. Civil Cover Sheet for Family Law Cases, Form 12.928
2. Proof of Residency
3. Petition to Establish Visitation/Time-Sharing with Minor Child(ren)
4. Notice and Acknowledgement of Limitation of Services Provided
5. Disclosure from Nonlawyer, Form 12.900(a) *This form is only used when a non-lawyer has assisted in the completion of the forms.*
6. Acceptance and Waiver of Service of Process of Summons **or** Return/Affidavit/Proof of Service from the sheriff's office
7. Answer to Petition to Establish Visitation/Time-Sharing with Minor Child(ren) (need from respondent – if possible)
8. Designation of Current Address and E-mail Address, Form 12.915 (need two – one from each party)
9. Notice of Social Security Number, Form 12.902 (j) (need two – one from each party)
10. Notice of Related Cases, Form 12.900(h)
11. Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA) Affidavit, Form 12.902(d)
12. Parenting Plan, Form 12.995(a) (both parties' signatures required)
13. Process Service Memorandum, Form 12.910(b)
14. Request for Hearing