

CLINTON COUNTY JUVENILE COURT

**INSTRUCTIONS FOR FILING OF A CUSTODY/ VISITATION/
CONTEMPT PACKET**

Your filing will contain a minimum of **four (4)** forms for motion filings:

1. Complaint for Parentage, Allocation of Parental Rights and Responsibilities and Parenting Time (form 2) **OR** whichever Motion applies to your case
2. Parenting Proceeding Affidavit (affidavit 3)
3. Request for Service (form 10)
4. Child Support Services Non-Public Assistance Application/Recipient (attached)

OR five (5) forms for contempt filings

1. Motion for Contempt (form 3)
2. Order to Show Cause (form 4)
3. Parenting Proceeding Affidavit (affidavit 3)
4. Request for Service (form 10)
5. Child Support Services Non-Public Assistance Application/Recipient (attached)

Filing Fees: \$115.00 **OR** Affidavit of Income and Expenses (affidavit 1)

The above forms are available on the Ohio Supreme Court website:

<http://www.supremecourt.ohio.gov/JCS/CFC/DRForms/default.asp>

Please use black or blue ink and type or neatly print on the forms to prepare your filing documents. Your forms must be completed properly **before they can be filed. Any forms needing to be notarized may be notarized in the Probate Clerk's Office located on the 2nd floor of the Courthouse.

***Deputy Clerks are available to assist with filing questions and accept your filing; however, they are not attorneys and can **NOT** provide answers to legal questions or act as your legal representative. If you have any further questions about which documents you should file you can call **Legal Aid at 1-800-582-2682**.