Family Case Cover Sheet

Cause Number *(for clerk use only)*: _____

Court *(for clerk use only)*: _____

A civil case information sheet should be completed and submitted when an original petition or application is filed to initiate a new civil or family law case or when a post-judgment petition for modification or motion for enforcement is filed in a family law case. The information should be the best available at the time of filing.

1. Contact information for person completing Case information sheet:	Names of parties in case:	Person or entity completing sheet is:
Name _____ Telephone _____ Address _____ Fax _____ City/State/Zip _____ State Bar No. _____ Signature _____	Plaintiff(s)/Petitioner(s) _____ _____ Defendant(s)/Respondent(s) _____ _____ _____ *[Attach additional page as necessary to list all parties]*	□ Attorney for Plaintiff/Petitioner □ *Pro Se* Plaintiff/Petitioner □ Title IV-D Agency □ Other _____ Additional Parties in Child Support Case: _____ Custodial Parent _____ Non-Custodial Parent _____ Presumed Father

2. Indicate case type or identify the most important issue in the case (check only 1):

Marriage Relationship	Post-Judgment Actions(non-Title IV-D)	Title IV-D	Parent-Child Relationship

□ Annulment
 □ Declare Marriage Void
 Divorce
   □ With Children
   □ No Children
	□ *Enforcement*
	 □ *Modification – Custody*
	 □ *Modification – Other*
		□ Enforcement/Modification
		 □ Paternity
		 □ Reciprocals (UIFSA)
		 □ Support Order
			□ Adoption/Adoption with Termination
			 □ Child Protection
			 □ Child Support
			 □ Custody or Visitation
			 □ Gestational Parenting
			 □ Grandparent Access
			 □ Parentage/Paternity
			 □ Termination of Parental Rights
			 □ Other Parent-Child:
			 _____
			 _____

Other Family Law □ Enforce Foreign Judgment □ Habeas Corpus □ Name Change □ Protective Order □ Removal of Disabilities Of Minority □ Other: _____			

Instrument filed	Service type	Party to serve
□ Original Petition □ Amended Petition □ Motion to Modify □ Motion to _____ □ Order to Set Hearing/Notice of Hearing □ Order to Appear/Show-Cause □ Temporary Restraining Order □ Other _____	□ Sheriff □ Certified Mail □ Private Process Server _____ NAME/COMPANY □ Constable □ Publication □ Posting □ Other _____	Name _____ Address _____ City/State/Zip
Instrument to be issued □ Citation □ Precept □ Show Cause □ TRO □ Other _____		

SEE REVERSE SIDE FOR ADDITIONAL SERVICE INFORMATION

Revised 02/26/2013

REQUEST FOR SERVICE(S)

Instrument filed	Service type	Party to serve
□ Original Petition □ Amended Petition □ Motion to Modify □ Motion to _____ □ Order to Set Hearing/Notice of Hearing □ Order to Appear/Show-Cause □ Temporary Restraining Order □ Other _____ **Instrument to be issued** □ Citation □ Precept □ Show Cause □ TRO □ Other _____	□ Sheriff □ Certified Mail □ Private Process Server _____ NAME/COMPANY □ Constable □ Publication □ Posting □ Other _____	_____ Name _____ Address _____ City/State/Zip

Instrument filed	Service type	Party to serve
□ Original Petition □ Amended Petition □ Motion to Modify □ Motion to _____ □ Order to Set Hearing/Notice of Hearing □ Order to Appear/Show-Cause □ Temporary Restraining Order □ Other _____ **Instrument to be issued** □ Citation □ Precept □ Show Cause □ TRO □ Other _____	□ Sheriff □ Certified Mail □ Private Process Server _____ NAME/COMPANY □ Constable □ Publication □ Posting □ Other _____	_____ Name _____ Address _____ City/State/Zip

Instrument filed	Service type	Party to serve
□ Original Petition □ Amended Petition □ Motion to Modify □ Motion to _____ □ Order to Set Hearing/Notice of Hearing □ Order to Appear/Show-Cause □ Temporary Restraining Order □ Other _____ **Instrument to be issued** □ Citation □ Precept □ Show Cause □ TRO □ Other _____	□ Sheriff □ Certified Mail □ Private Process Server _____ NAME/COMPANY □ Constable □ Publication □ Posting □ Other _____	_____ Name _____ Address _____ City/State/Zip

ATTACH EXTRA PAGE(S) AS NEEDED FOR ADDITIONAL PARTIES TO BE SERVED