

### **Disclaimer**

Please be aware that these forms do not include instructions or legal advice regarding your rights, responsibilities, and legal options.

To be fully informed and get answers to your questions, you should seek the advice of an attorney.

**ATTENTION: EFFECTIVE 01/01/2023**

**ALL DISSOLUTIONS/DIVORCES/LEGAL SEPARATIONS OR ANNULMENTS THAT INVOLVE CHILDREN – THE PARTIES “MUST” COMPLETE A PARENT EDUCATION CLASS – SEE THE LOCAL RULE ATTACHED FOR ALL THE DETAILS AND THE PARENTING CLASS INFORMATION FLYER FROM THE OHIO STATE UNIVERSITY EXTENSION OFFICE FOR THE DETAILS ON HOW TO SIGN-UP FOR THE PARENTING CLASSES.**

## 10.08 Divorce/Dissolution Filing and Motion Requirements

### D. Marriage Termination/Co-Parenting Education Class.

1. Attendance Requirements:

All parties in cases involving minor children must complete a Parent Education Class. Each party is responsible to register himself/herself with the Ohio State University Extension Office (330-627-4310).

2. Completion of the Class:

The Parent Education Class must be completed by all parties prior to the final hearing in the divorce, dissolution, annulment, or legal separation. Failure to meet this requirement by plaintiffs or petitioners will result in dismissal of the action without prejudice to re-filing. Failure of defendants to complete the class will result in contempt proceedings and appropriate sanctions after proper notice has been given. However, if a defendant fails to enter an appearance and does not contest the action, issuance of the final entry shall not be delayed if he or she fails to attend the class.

The class fee is set by the class providers and must be paid by each party upon attendance.

The Parent Education class is available on-line. However, prior approval by the Court must be granted to attend the on-line course, and will be granted for good cause only. Failure to meet this requirement shall delay the final hearing and/or dismissal of the action without prejudice.

3. Proof of Completion:

Upon completion of the Marriage Termination/Parent Education Class, participants shall receive a certificate proving their attendance and payment, unless waived by the Court. Parties will be responsible for either filing the certificate with the Clerk of Courts or presenting the certificate to the Court at the final hearing.

4. Notice:

The Clerk of Courts will provide to each attorney or party filing a domestic relations action an information sheet regarding the requirements of the Marriage Termination/Parent Education Class and the telephone number for pre-registration.

# Better Lives. Stronger Communities.

fcs.osu.edu

## OSU Extension *Successful Co-Parenting*

### What is *Successful Co-Parenting*?

*Successful Co-Parenting* is an educational program that helps parents minimize the negative effects of separation and divorce on children as they adjust to the process of parenting together while living apart. It is offered in cooperation with the Carroll County Common Pleas Court and conducted by a qualified professional from the Ohio State University Extension, Carroll County Office.

### How Do I Register?

Pre-registration is required by the Friday before the next program. To register or for more information, contact OSU Extension, Carroll County at (330)627-4310. Child care is not provided. Failure to pre-register may result in class cancellation or not having a prepared certificate of participation. If participants arrive more than 15 minutes late, they must attend the next month's session.

### What is the Fee?

Registration fees are \$25.00 per person, and payable the date of the session. We will NOT accept checks, debit, or credit. Cash payments will be collected before the program begins.

### Certificates

Certificates will be given at the end of the session to those attending who have paid the fee. Copies of the certificates will be sent to the Common Pleas Courts and filed.

### Where Are Classes Located?

All classes will be held in the Carroll County OSU Extension Office multipurpose room. Park and enter Door #2.  
OSU Extension, Carroll County  
540 High St. NW  
Carrollton, OH 44615

### 2025 Scheduled Dates and Times

All classes are held from 2:00pm-4:30pm.

January 21, 2025  
February 18, 2025  
March 18, 2025

April 15, 2025  
May 20, 2025  
June 17, 2025

July 8, 2025  
August 19, 2025  
September 16, 2025

October 14, 2025  
November 18, 2025  
December 16, 2025



THE OHIO STATE  
UNIVERSITY  
EXTENSION

FAMILY AND CONSUMER SCIENCES  
THE COLLEGE OF EDUCATION AND HUMAN ECOLOGY  
THE COLLEGE OF FOOD, AGRICULTURAL, AND ENVIRONMENTAL SCIENCES

CFAES provides research and related educational programs to clientele on a nondiscriminatory basis. For more information, visit [cfaesdiversity.osu.edu](http://cfaesdiversity.osu.edu). For an accessible format of this publication, visit [cfaes.osu.edu/accessibility](http://cfaes.osu.edu/accessibility).

Court of Common Pleas, Carroll County, Ohio, General Trial Division

**Domestic Relations Filing Checklist**

The following forms need to be filed for each type of case. The Court may refuse to consider any pleadings or opposition filed without the required documentation. Filing fees are as follows:

**Dissolution - \$350.00**

**Divorces - \$350.00**

**Post Decree motions - \$150.00**

|   |  |
|---|--|
| <p><b>Dissolution:</b></p> <p><b>Petition for Dissolution of Marriage without Children</b></p> <p>____ Disclosure of Personal Identifier Information</p> <p>____ Petition for Dissolution (Form 17)</p> <p>____ Waiver of Service of Summons (Form 30)</p> <p>____ Separation Agreement (Form 19)</p> <p>____ Husband's Financial Affidavit (Affidavit 1)</p> <p>____ Wife's Financial Affidavit (Affidavit 1)</p> <p>____ Wife's Affidavit of Property (Affidavit 2)</p> <p>____ Husband's Affidavit of Property (Affidavit 2)</p> <p><b>*****INCLUDE MIDDLE INITIALS AND DATE OF BIRTH FOR BOTH PARTIES</b></p> | <p><b>Petition for Dissolution of Marriage with Children</b></p> <p>____ Disclosure of Personal Identifier Information</p> <p>____ Petition for Dissolution (Form 17)</p> <p>____ Waiver of Service of Summons (Form 30)</p> <p>____ Separation Agreement (Form 19)</p> <p>____ <b>Shared Parenting Plan (Form 20) "OR" Parenting Plan (Form 21) not both pick one</b></p> <p>____ Husband's Affidavit of Income &amp; Expenses (Aff 1)</p> <p>____ Wife's Affidavit of Income &amp; Expenses (Affidavit 1)</p> <p>____ Wife's Affidavit of Property (Affidavit 2)</p> <p>____ Husband's Affidavit of Property (Affidavit 2)</p> <p>____ Parenting Proceeding Affidavit (Affidavit 3)</p> <p>____ Health Insurance Affidavit (Affidavit 4)</p> <p><b>*****INCLUDE MIDDLE INITIALS AND DATE OF BIRTH FOR BOTH PARTIES</b></p> |
| <p><b>Divorce:</b></p> <p><b>Divorce without Children</b></p> <p>____ Disclosure of Personal Identifier Information</p> <p>____ Complaint for Divorce (Form 6)</p> <p>____ Request for Service/ Instructions for Service (Form 31)</p> <p>____ Affidavit of Property (Affidavit 2)</p> <p>____ Affidavit of Income and Expenses (Aff 1)</p> <p><b>*****INCLUDE MIDDLE INITIALS AND DATE OF BIRTH FOR BOTH PARTIES</b></p> <p><i>Optional: Motions, Affidavits for Temporary Orders (Affidavit 5)</i></p>  | <p><b>Divorce with Children</b></p> <p>____ Disclosure of Personal Identifier Information</p> <p>____ Complaint for Divorce (Form 7)</p> <p>____ Request for Service/ Instructions for Service (Form 31)</p> <p>____ Parenting Proceeding Affidavit (Affidavit 3)</p> <p>____ Affidavit of Income and Expenses (Affidavit 1)</p> <p>____ Affidavit of Property (Affidavit 2)</p> <p>____ Health Insurance Affidavit (Affidavit 4)</p> <p><b>*****INCLUDE MIDDLE INITIALS AND DATE OF BIRTH FOR BOTH PARTIES</b></p> <p><i>Optional: Motion, Affidavits for Temporary Order (Affidavit 5)</i></p>   |

|  |  |
|--|--|
| <p><b>Answer to Complaint for Divorce without Children</b></p> <p>____ Defendant's Answer with Certificate of Service (Form 10)</p> <p>____ Affidavit of Property (Affidavit 2)</p> <p>____ Affidavit of Income and Expenses (Affidavit 1)</p>   | <p><b>Answer to Complaint for Divorce with Children</b></p> <p>____ Defendant's Answer with Certificate of Service (Form 11)</p> <p>____ Affidavit of Property (Affidavit 2)</p> <p>____ Affidavit of Income and Expenses (Affidavit 1)</p> <p>____ Health Insurance Affidavit (Affidavit 4)</p> <p>____ Parenting Proceeding Affidavit (Affidavit 3)</p>  |
| <p><b>Counterclaim for Divorce without Children</b></p> <p>____ Counterclaim for Divorce without Children Service (Form 8)</p> <p>____ Request for Service/ Instructions for Service (Form 31)</p> <p>____ Affidavit of Property (Affidavit 2)</p> <p>____ Affidavit of Income and Expenses (Affidavit 1)</p> <p><b>**Form 12 - Reply to Counterclaim for Divorce without Children</b></p>   | <p><b>Counterclaim for Divorce with Children</b></p> <p>____ Counterclaim for Divorce with Children (Form 9)</p> <p>____ Request for Service/ Instructions for Service (Form 31)</p> <p>____ Affidavit of Property (Affidavit 2)</p> <p>____ Affidavit of Income and Expenses (Affidavit 1)</p> <p>____ Health Insurance Affidavit (Affidavit 4)</p> <p>____ Parenting Proceeding Affidavit (Affidavit 3)</p> <p><b>** Form 13 - Reply to Counterclaim for Divorce with Children</b></p> |
| <p><b>Motions:</b></p>   |  |
| <p><b>Motions Regarding Spousal Support</b></p> <p>____ Motion and Supporting Memorandum</p> <p>____ Affidavit in Support</p> <p>____ Affidavit of Income and Expenses (Affidavit 1)</p> <p>____ Request for Service (Form 31)</p>   | <p><b>Motion to Show Cause for Contempt</b></p> <p>____ Parenting Proceeding Affidavit (Affidavit 3) (needed only if children are involved)</p> <p>____ Motion for Contempt &amp; Affidavit (Form 24)</p> <p>____ Show Cause Order, Notice &amp; Instructions to the Clerk (Form 25)</p>   |
| <p><b>Motions-General</b></p> <p>____ Motion (Visitation-Form 26; Custody-Form 27; Change of Child Support, Medical Support, Tax Exemption or other child-related Expenses-Form 28)</p> <p>____ Supporting Memorandum</p> <p>____ Affidavit in Support * optional- needed if you are requesting a ruling without an oral hearing first</p> <p>____ Affidavit of Income &amp; Expenses (Affidavit 1)</p> <p>____ Parenting Proceeding Affidavit (Affidavit 3)</p> <p>____ Request for Service (Form 31)</p> | <p><b>These forms have been provided by the Supreme Court of Ohio; the hyperlink can be found on the Clerk of Court's Website or you can go to</b></p> <p><a href="http://www.supremecourt.ohio.gov/JSC/CFC/DRforms/default.asp">www.supremecourt.ohio.gov/JSC/CFC/DRforms/default.asp</a></p>   |

IN THE COURT OF COMMON PLEAS

CARROLL COUNTY OHIO

CASE NO: \_\_\_\_\_

\_\_\_\_\_  
vs.  
\_\_\_\_\_

Judge: \_\_\_\_\_

DATE \_\_\_/\_\_\_/\_\_\_

**PRECIPE REGARDING THE PERSONAL IDENTIFIERS EXEMPT FROM  
PUBLIC RECORD UNDER ORC 149.43(A)(1): AND/OR SUP.R. 45(D)(1)**

Personal Identifiers in the above title case are exempt from disclosure under Federal and/or State public records law. The Personal Identifiers have been redacted, omitted or truncated pursuant Sup. 44(H) from the public filing; or the unredacted original or a duplicate has been filed, separately herein, within the attached sealed envelope; or had been delivered to the care of the recorded with the Court's evidence custodian.

*(Please check the appropriate box below)*

Personal Identifiers:

- Social Security Number (except-last four digits permitted)
- Financial institution account number (inclusive: debit, credit, charge cards)
- Employer Identification Number
- Tax or private proprietary business information

Victim/Miner child identity

- Abuse, Neglect, Dependency case
  - (Juvenile initials or generic "CV" for child victim permitted)*
- Juvenile court or Detention center related
- Domestic Violence or Shelter/Residential care facility related

Institutional information

- Confidential Report
- Judicial or Probation officer notes
- Public safety, security information, computer codes or systems
- Medical or psychological evaluation
- Testing, Licensing, Employment exam. Scoring, questions or keys

\_\_\_\_\_  
*(Contact)*

\_\_\_\_\_  
*(Address)*

Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

e-mail address: \_\_\_\_\_

**COURT OF COMMON PLEAS  
CARROLL COUNTY, OHIO  
DOMESTIC RELATIONS DIVISION  
CIVIL AND CRIMINAL DIVISIONS**

|               |   |                             |
|---------------|---|-----------------------------|
|               | : | Case No: _____              |
| Plaintiff(s)  | : | <b>PERSONAL IDENTIFIERS</b> |
| VS            | : |                             |
|               | : |                             |
| Defendants(s) | : |                             |

Pursuant to Ohio Rule of Superintendence 45(D)(1): "When submitting a case document to a court or filing a case document with a clerk of court, a party to a judicial action or proceeding shall omit personal identifiers from the document. Pursuant to Ohio Rule of Superintendence 44(H), "personal identifiers" means social security numbers, except for the last four digits; financial account numbers, including but not limited to debit card, charge card, and credit card numbers; employer and employee identification numbers; and a juvenile's name in an abuse neglect or dependency case, except for the juvenile's initials or a generic abbreviation such as "CV" for "child victim."

The following information is considered to be the confidential "personal identifiers" in this case, which will then be omitted from other documents filed in this case.

**NAME OF PARTY**

\_\_\_\_\_  
  
Financial Account Information:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PERSONAL IDENTIFIER INFORMATION**

SSN: \_\_\_\_\_  
  
Employer/Employee ID Numbers:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IN THE COURT OF COMMON PLEAS

\_\_\_\_\_ DIVISION
\_\_\_\_\_ COUNTY, OHIO

Name Case No.
Street Address Judge
City, State and Zip Code Magistrate

Petitioner 1

and

Name
Street Address
City, State and Zip Code

Petitioner 2

WARNING: This form is not a substitute for the benefit of the advice of legal counsel. It is highly recommended that you consult an attorney.
Instructions: This form is used to request ending the marriage when the parties have agreed on all aspects of the termination, including the division of real estate, personal property, debts, spousal support, and, if there is/are (a) child(ren), allocation of parental rights and responsibilities (custody), parenting time (companionship and visitation) and child support. A Separation Agreement (Uniform Domestic Relations Form 19) must be filed with this Petition. If there is/are child(ren), a Parenting Proceeding Affidavit (Uniform Domestic Relations Form 3) and either a Shared Parenting Plan (Uniform Domestic Relations Form 20) or a Parenting Plan (Uniform Domestic Relations Form 21) must be filed with this Petition. The Court may require additional forms to accompany this document. You must check the requirements of the county in which you file. YOU MUST UPDATE THE CLERK OF COURTS IF ANY OF THE ABOVE CONTACT INFORMATION CHANGES.

PETITION FOR DISSOLUTION OF MARRIAGE AND WAIVER OF SERVICE OF SUMMONS

[ ] WITH CHILDREN [ ] WITHOUT CHILDREN

Now come Petitioners and state as follows:

- 1. [ ] Petitioner 1 [ ] Petitioner 2 [ ] Both parties has/have been (a) resident(s) of the State of Ohio for at least six (6) months immediately before the filing of this Petition.
2. Petitioners consent to venue.

3. Petitioners were married on \_\_\_\_\_ (date of marriage)  
in \_\_\_\_\_ (city or county, and state).

4.  Neither party is pregnant OR  a party is pregnant.

5. *Check all that apply:* (If more space is needed, add additional pages)

There is/are no minor child(ren) born from or adopted during this marriage or relationship.

The following child(ren) was/were born of the parties' relationship prior to the marriage:

| <b>Name of Child</b> | <b>Date of Birth</b> |
|----------------------|----------------------|
| _____                | _____                |
| _____                | _____                |
| _____                | _____                |

The following child(ren) was/were born from or adopted during this marriage:

| <b>Name of Child</b> | <b>Date of Birth</b> |
|----------------------|----------------------|
| _____                | _____                |
| _____                | _____                |
| _____                | _____                |

The following child(ren) was/were born from or adopted during this marriage or relationship and is/are mentally or physically disabled and will be incapable of supporting or maintaining themselves:

| <b>Name of Child</b> | <b>Date of Birth</b> |
|----------------------|----------------------|
| _____                | _____                |
| _____                | _____                |

The following child(ren) is/are subject to an existing order of parenting or support of another Court or agency:

| <b>Name of Child</b> | <b>Date of Birth</b> | <b>Name of Court or Agency</b> |
|----------------------|----------------------|--------------------------------|
| _____                | _____                | _____                          |
| _____                | _____                | _____                          |

One party is not the parent of the following child(ren) who was/were born during the marriage:

| <b>Name of Child</b> | <b>Date of Birth</b> |
|----------------------|----------------------|
| _____                | _____                |
| _____                | _____                |

6. Military Service:

Neither Petitioner 1 nor Petitioner 2 is an active-duty servicemember of the United States military.

Petitioner 1 and/or  Petitioner 2 is an active-duty servicemember of the United States military.

7. Petitioners entered into a Separation Agreement which is attached and incorporated herein as if fully written.
8. If Petitioners have (a) minor child(ren): (*select one*)
- Petitioners agreed to a Shared Parenting Plan which is attached and incorporated herein as if fully written.
- Petitioners agreed to a Parenting Plan which is attached and incorporated herein as if fully written.
9. Petitioners are both over eighteen (18) years of age, are not under any disability, and waive all rights to receive Summons for the dissolution action through the Clerk of Courts.
10.  \_\_\_\_\_, requests to be restored to the former name of \_\_\_\_\_.

Petitioners request that the Court dissolve their marriage and issue a Judgment Entry-Decree of Dissolution of Marriage adopting the terms of the Separation Agreement and the Shared Parenting Plan or Parenting Plan, if there is/are (a) child(ren).

\_\_\_\_\_  
Petitioner 1 Signature

\_\_\_\_\_  
Petitioner 2 Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Petitioner 1 Attorney Signature

\_\_\_\_\_  
Petitioner 2 Attorney Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
E-mail

\_\_\_\_\_  
Supreme Court Reg No.

\_\_\_\_\_  
Supreme Court Reg No.

IN THE COURT OF COMMON PLEAS

DIVISION  
COUNTY, OHIO

IN THE MATTER OF:

\_\_\_\_\_ A Minor

\_\_\_\_\_ Name

Case No. \_\_\_\_\_

\_\_\_\_\_ Street Address

Judge \_\_\_\_\_

\_\_\_\_\_ City, State and Zip

Magistrate \_\_\_\_\_

Plaintiff/Petitioner 1

vs./and

\_\_\_\_\_ Name

\_\_\_\_\_ Street Address

\_\_\_\_\_ City, State and Zip Code

Defendant/Petitioner 2/Respondent

**WARNING: This form is not a substitute for the benefit of the advice of legal counsel. It is highly recommended that you consult an attorney.**

**Instructions:** This form is used when you want to waive the right to receive service of documents filed or to be filed by the other party. The Court may require additional forms to accompany this document. You must check the requirements of the county in which you file. **YOU MUST UPDATE THE CLERK OF COURTS IF ANY OF THE ABOVE CONTACT INFORMATION CHANGES.**

**WAIVER OF SERVICE OF SUMMONS**

Now comes \_\_\_\_\_ (name) and acknowledges that I am  Plaintiff  Defendant  Petitioner  Respondent (select one). I further acknowledge that I am over the age of eighteen (18), am not under disability, and that I received a copy of the following documents filed or to be filed by the other party: (check all that apply)

Complaint for Divorce with Children

- Complaint for Divorce without Children
- Complaint for Parentage, Allocation of Parental Rights and Responsibilities
- Petition for Dissolution
- Motion and Affidavit or Counter Affidavit for Temporary Orders
- Motion for Change of Parental Rights and Responsibilities (Custody)
- Motion for Change of Parenting Time (Companionship and Visitation)
- Motion for Change of Child Support, Medical Support, Tax Exemption, or Other Child-Related Expenses
- Motion for Contempt and Affidavit
- Separation Agreement
- Parenting Plan
- Shared Parenting Plan
- Affidavit of Income and Expenses
- Affidavit of Property
- Parenting Proceeding Affidavit
- Health Insurance Affidavit
- Explanation of Health Care Bills
- Agreed Judgment Entry
- Other: (*specify*)

I waive service of said document(s) by the Clerk of Court.

\_\_\_\_\_  
Self Represented Party Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
E-mail

IN THE COURT OF COMMON PLEAS

DIVISION

COUNTY, OHIO

IN THE MATTER OF:

A Minor

Name

Case No.

Street Address

Judge

City, State and Zip

Magistrate

Plaintiff/Petitioner 1

vs./and

Name

Street Address

City, State and Zip Code

Defendant/Petitioner 2/Respondent

**WARNING: This form is not a substitute for the benefit of the advice of legal counsel. It is highly recommended that you consult an attorney.**

**Instructions:** This form is used when you want to waive the right to receive service of documents filed or to be filed by the other party. The Court may require additional forms to accompany this document. You must check the requirements of the county in which you file. **YOU MUST UPDATE THE CLERK OF COURTS IF ANY OF THE ABOVE CONTACT INFORMATION CHANGES.**

**WAIVER OF SERVICE OF SUMMONS**

Now comes \_\_\_\_\_ (name) and acknowledges that I am  Plaintiff  Defendant  Petitioner  Respondent (*select one*). I further acknowledge that I am over the age of eighteen (18), am not under disability, and that I received a copy of the following documents filed or to be filed by the other party: (*check all that apply*)

Complaint for Divorce with Children

- Complaint for Divorce without Children
- Complaint for Parentage, Allocation of Parental Rights and Responsibilities
- Petition for Dissolution
- Motion and Affidavit or Counter Affidavit for Temporary Orders
- Motion for Change of Parental Rights and Responsibilities (Custody)
- Motion for Change of Parenting Time (Companionship and Visitation)
- Motion for Change of Child Support, Medical Support, Tax Exemption, or Other Child-Related Expenses
- Motion for Contempt and Affidavit
- Separation Agreement
- Parenting Plan
- Shared Parenting Plan
- Affidavit of Income and Expenses
- Affidavit of Property
- Parenting Proceeding Affidavit
- Health Insurance Affidavit
- Explanation of Health Care Bills
- Agreed Judgment Entry
- Other: *(specify)*

I waive service of said document(s) by the Clerk of Court.

\_\_\_\_\_  
Self Represented Party Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
E-mail

IN THE COURT OF COMMON PLEAS  
DIVISION  
COUNTY, OHIO

Name \_\_\_\_\_ Case No. \_\_\_\_\_  
Street Address \_\_\_\_\_ Judge \_\_\_\_\_  
City, State and Zip Code \_\_\_\_\_ Magistrate \_\_\_\_\_

Plaintiff/Petitioner 1

vs./and

Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City, State and Zip Code \_\_\_\_\_

Defendant/Petitioner 2

|   |
|---|
| <p><b>WARNING: This form is not a substitute for the benefit of the advice of legal counsel. It is highly recommended that you consult an attorney.</b></p> <p><b>Instructions:</b> This form is used to present an agreement to the Court regarding spousal support, the division of personal property, real estate, and debts resulting from the termination of marriage. If the parties have any minor child(ren) or child(ren) with disabilities, a Shared Parenting Plan (Uniform Domestic Relations Form 20) or Parenting Plan (Uniform Domestic Relations Form 21) must be attached. The Court may require additional forms to accompany this document. You must check the requirements of the county in which you file. <b>YOU MUST UPDATE THE CLERK OF COURTS IF ANY OF THE ABOVE CONTACT INFORMATION CHANGES.</b></p> |
|---|

**SEPARATION AGREEMENT**

The parties, \_\_\_\_\_ and \_\_\_\_\_, state as follows:

1. The parties were married on \_\_\_\_\_ (date of marriage)  
in \_\_\_\_\_ (city or county, and state).
2. The parties request that the termination of marriage be  the date of the final hearing or  the date specified:  
\_\_\_\_\_

3. The parties intend to live separate and apart.
4. Each party completed (a) financial disclosure affidavit(s) which fully and accurately lists and values all marital property, separate property, and any other assets, debts, income, and expenses.
5. Each party acknowledges that he/she reviewed the other party's completed financial disclosure affidavit(s).
6. Each party's financial disclosure affidavit(s) shall be filed in the Court's Family File pursuant to Sup.R. 44(C)(2)(h) no later than the date upon which this Agreement is filed.
7. Neither party has knowledge of any other property or debts of any kind in which either party has an interest.
8. Each party had the opportunity to value and verify all marital property, separate property, and debts.
9. A party's willful failure to disclose may result in the Court awarding the other party three (3) times the value of the property, assets, income, or expenses that were not disclosed.
10. This Agreement addresses spousal support, property, and debt division.
11. This Agreement is the complete agreement of the parties.
12. There are no other representations, agreements, statements, or prior writings that shall have any effect on this Agreement.
13. Each party fully understands this Agreement and has knowingly and voluntarily signed this Agreement.
14. No change to the terms of this Agreement shall be valid unless in writing and knowingly and voluntarily signed by both parties and incorporated into a Court order.

The parties agree as follows:

**FIRST: SEPARATION**

The parties shall live separate and apart. Neither party shall interfere with the activities, personal life, or privacy of the other, harass the other, or engage in any conduct calculated to restrain, embarrass, injure, or hinder the other in any way.

**SECOND: PROPERTY**

Marital property is defined in R.C. 3105.171. Generally, marital property is property acquired during the marriage which is owned by either or both spouses and property in which either spouse has an interest.

Separate property is defined in R.C. 3105.171. Generally, separate property is property that was inherited, acquired by one spouse prior to the date of marriage, acquired after a decree of legal separation under R.C. 3107.17, excluded by a valid antenuptial agreement, received as compensation for personal injury, (except for loss of marital earnings and compensation for expenses paid from marital assets), or any gift of property that was given to only one (1) spouse.

**A. Real Estate: (select one)**

Real estate includes, but is not limited to, land, mortgaged properties, buildings, fixtures attached to buildings, attached structures (for example, garage, in-ground pool), condominiums, time shares, mobile homes officially converted to real estate, natural condition stakes (for example, gas, oil, mineral rights, existing soil, including trees and landscape), and remainder rights in real estate.

- 1.  Neither party has any ownership interest in any real estate.
- 2.  One or both of the parties has/have an interest in real estate and agree to distribute the interest(s) as follows:

| Address or Parcel Number of Property | Party |
|--------------------------------------|-------|
| _____                                | _____ |
| _____                                | _____ |
| _____                                | _____ |

- 3. A legal description of the property (found in the property's deed) should be attached.
- 4. Each party shall pay and hold the other harmless from any debt, including mortgages, real estate taxes and assessments, and other liens owing on real estate received unless otherwise stated in this Agreement.
- 5. Other arrangements regarding real estate, including, but not limited to, refinancing or sale:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**If the real estate is not in the name of the party to whom it is distributed, the parties shall transfer the property to the proper party no later than thirty (30) days after filing the Final Judgment Entry unless otherwise provided in this Agreement.**

**B. Titled Vehicles: (select one)**

Titled vehicles include, but are not limited to, boats, trailers, automobiles, motorcycles, trucks, mobile homes not officially converted to real estate, golf carts, motor scooters, sport utility vehicles (SUV), recreational vehicles (RV), and all purpose vehicles (APV). Provide vehicle year, make, model, and vehicle identification or serial number (VIN/SN) for all titled vehicle(s).

- 1.  Neither party has any ownership interest in any titled vehicle(s).
- 2.  Plaintiff/Petitioner 1 shall receive the following titled vehicle(s) free and clear of any claim of Defendant/Petitioner 2:

| Year  | Make  | Model | VIN/SN |
|-------|-------|-------|--------|
| _____ | _____ | _____ | _____  |
| _____ | _____ | _____ | _____  |
| _____ | _____ | _____ | _____  |

3.  Defendant/Petitioner 2 shall receive the following titled vehicle(s) free and clear of any claim of Plaintiff/Petitioner 1

| Year  | Make  | Model | VIN/SN |
|-------|-------|-------|--------|
| _____ | _____ | _____ | _____  |
| _____ | _____ | _____ | _____  |
| _____ | _____ | _____ | _____  |

4. Each party shall pay and hold the other harmless from any debt owing on the titled vehicle(s) received unless otherwise stated in this Agreement.

5. Other arrangements regarding titled vehicles, including, but not limited to, refinancing or sale:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**If any vehicle's title is not in the name of the party to whom it is distributed, the current title holder shall transfer that title to the proper party no later than thirty (30) days after filing the Final Judgment Entry unless otherwise provided in this Agreement. If title cannot be transferred immediately to the party to whom the vehicle is distributed, the party holding the title shall make the following arrangements to obtain and pay for license plates, registration, and insurance:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**C. Household Goods and Personal Property: (select one)**

Household goods and personal property include, but are not limited to, pets, appliances, electronics, tools, air conditioner window units, doghouses, lawn mowers, above-ground pools, safety deposit boxes, jewelry, furniture, firearms, silverware, collections, china, and books.

1.  The parties divided all of their household goods and personal property. Each party shall retain all household goods and personal property in his/her possession. The parties are satisfied with the division.
2.  The parties divided all of their household goods and personal property. Each party shall retain all household goods and personal property in his/her possession, except as follows:

Plaintiff/Petitioner 1 shall receive:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Defendant/Petitioner 2 shall receive:

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

3. Delivery or pick-up of household goods and personal property shall be as follows:

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

4. Each party shall pay and hold the other harmless from any debt owing on the household goods and personal property he/she receives unless otherwise stated in this Agreement.

5. Other arrangements regarding household goods and personal property:

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

**D. Financial Accounts: (select one)**

Financial accounts include, but are not limited to, checking, savings, certificates of deposit, money market accounts, medical or health savings accounts, education or college saving plans (for example, 529 Plan), and trusts.

- 1.  Neither party has any ownership interest in any financial accounts.
- 2.  Plaintiff/Petitioner 1 shall receive the following:

| Institution | Current Name(s)<br>on Account | Type of Account  |
|-------------|-------------------------------|--|
| _____       | _____                         | <input type="checkbox"/> checking <input type="checkbox"/> saving<br><input type="checkbox"/> other: _____ |
| _____       | _____                         | <input type="checkbox"/> checking <input type="checkbox"/> saving<br><input type="checkbox"/> other: _____ |
| _____       | _____                         | <input type="checkbox"/> checking <input type="checkbox"/> saving<br><input type="checkbox"/> other: _____ |

3.  Defendant/Petitioner 2 shall receive the following:

| Institution | Current Name(s)<br>on Account | Type of Account  |
|-------------|-------------------------------|--|
| _____       | _____                         | <input type="checkbox"/> checking <input type="checkbox"/> saving<br><input type="checkbox"/> other: _____ |
| _____       | _____                         | <input type="checkbox"/> checking <input type="checkbox"/> saving<br><input type="checkbox"/> other: _____ |
| _____       | _____                         | <input type="checkbox"/> checking <input type="checkbox"/> saving<br><input type="checkbox"/> other: _____ |

4. Each party shall pay and hold the other harmless from any debt owing on the financial accounts he/she receives unless otherwise stated in this Agreement.

5. Other arrangements regarding financial accounts:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**If any financial account is not held in the name of the party to whom it is distributed, the parties shall transfer the financial account to the proper party no later than thirty (30) days after filing the Final Judgment Entry unless otherwise provided in this Agreement.**

**E. Stocks, Bonds, Securities, and Mutual Funds: (select one)**

1.  Neither party has an interest in any stocks, bonds, securities, or mutual funds.

2.  Plaintiff/Petitioner 1 shall receive the following:

| Institution | Current Name(s)<br>on Account | Quantity and Description |
|-------------|-------------------------------|--------------------------|
| _____       | _____                         | _____                    |
| _____       | _____                         | _____                    |
| _____       | _____                         | _____                    |

3.  Defendant/Petitioner 2 shall receive the following:

| Institution | Current Name(s)<br>on Account | Quantity and Description |
|-------------|-------------------------------|--------------------------|
| _____       | _____                         | _____                    |
| _____       | _____                         | _____                    |
| _____       | _____                         | _____                    |

4. Each party shall pay and hold the other harmless from any debt owing on the stocks, bonds, securities, or mutual funds he/she receives unless otherwise stated in this Agreement.

5. Other arrangements regarding the stocks, bonds, securities, or mutual funds:

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If any stock, bond, security, or mutual fund is not in the name of the party to whom it is distributed, the parties shall transfer the stock, bond, security, or mutual fund to the proper party no later than thirty (30) days after filing the Final Judgment Entry unless otherwise provided in this Agreement.

**F. Business Interests: (select one)**

1.  Neither party has any interest in any business.

2.  Plaintiff/Petitioner 1 shall receive the following:

| Name of Business | Ownership Interest |
|------------------|--------------------|
| <hr/>            | <hr/>              |
| <hr/>            | <hr/>              |

3.  Defendant/Petitioner 2 shall receive the following:

| Name of Business | Ownership Interest |
|------------------|--------------------|
| <hr/>            | <hr/>              |
| <hr/>            | <hr/>              |

4. Each party shall pay and hold the other harmless from any debt owing on the business interests he/she receives unless otherwise stated in this Agreement.

5. Other arrangements regarding business interests:

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If any business is not in the name of the party to whom it is distributed, the parties shall transfer the business to the proper party no later than thirty (30) days after filing the Final Judgment Entry unless otherwise provided in this Agreement.

**G. Pension, Profit Sharing, IRA, 401(k), Deferred Compensation, and Other Retirement Plans:  
(select one)**

1.  Neither party has any interest in any pension, profit sharing, IRA, 401(k), deferred compensation, or other retirement plans.

2.  Plaintiff/Petitioner 1 shall receive the following:

| Institution | Name(s) on Plan | Amount/Share |
|-------------|-----------------|--------------|
| _____       | _____           | _____        |
| _____       | _____           | _____        |
| _____       | _____           | _____        |
| _____       | _____           | _____        |

3.  Defendant/Petitioner 2 shall receive the following:

| Institution | Name(s) on Plan | Amount/Share |
|-------------|-----------------|--------------|
| _____       | _____           | _____        |
| _____       | _____           | _____        |
| _____       | _____           | _____        |
| _____       | _____           | _____        |

4. Each party shall pay and hold the other harmless from any debt owing on any pension, profit sharing, IRA, 401(k), deferred compensation, or other retirement plans he/she receives unless otherwise stated in this Agreement.

5. Other arrangements regarding pension, profit sharing, IRA, 401(k), deferred compensation, or other retirement plans:

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

The parties shall arrange the transfer of any distributed interest in any pension, profit sharing, IRA, 401(k), deferred compensation, or other retirement plans to the proper party no later than thirty (30) days after filing the Final Judgment Entry unless otherwise provided in this Agreement.

A Qualified Domestic Relations Order (QDRO), Division of Property Order (DOPO), or other required Order may be necessary to divide some of these assets. The QDRO, DOPO, or other required Order shall be prepared by: \_\_\_\_\_ and submitted to the Court within ninety (90) days after the final hearing. Expenses of preparation, approval, and filing shall be paid as follows:

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

The parties acknowledge that failure to file a QDRO, DOPO, or other required Order to effectuate the distribution of an interest in a pension, profit sharing, IRA, 401(k), deferred compensation, or other retirement plan may detrimentally affect the distribution of the retirement interest(s) and may result in further legal proceedings. The Court shall retain jurisdiction to effectuate the intended distribution of retirement interests and to issue, interpret, and enforce the terms of documents of transfer.

**H. Life Insurance Policies: (select one)**

1.  Neither party has any interest in any life insurance policy(ies) with a cash value.

2.  Plaintiff/Petitioner 1 shall receive the following policy(ies):

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3.  Defendant/Petitioner 2 shall receive the following policy(ies):

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4. Each party shall pay and hold the other harmless from any debt owing on the life insurance policy(ies) he/she receives unless otherwise stated in this Agreement.

5. Other arrangements regarding life insurance policy(ies):

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**If any life insurance policy is not in the name of the party to whom it is distributed, the parties shall transfer the life insurance policy to the proper party no later than thirty (30) days after filing the Final Judgment Entry unless otherwise provided in this Agreement.**

**I. Other Property: (select one)**

1.  Neither party has any other property.

2.  Other property owned by one or both of the parties shall be distributed as follows:

| Description of Property | Party |
|-------------------------|-------|
| <hr/>                   | <hr/> |

3. Each party shall pay and hold the other harmless from any debt owing on the property he/she receives unless otherwise stated in this Agreement.

4. Other arrangements regarding the property above:

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If the property listed above is not in the possession or titled in the name of the party to whom it is distributed, the parties shall transfer the property to the proper party no later than thirty (30) days after filing the Final Judgment Entry unless otherwise provided in this Agreement.

**THIRD: DEBTS (select all that apply)**

1.  Neither party owes any debt(s) which are not paid in full each month, including, but not limited to, credit cards, medical bills, student loans, tax obligations, and 401(k) or insurance loans.
  
2.  Plaintiff/Petitioner 1 shall pay the following debt(s):

| Creditor | Balance | Current Name on Account |
|----------|---------|-------------------------|
| <hr/>    | <hr/>   | <hr/>                   |

3.  Defendant/Petitioner 2 shall pay the following debt(s):

| Creditor | Balance | Current Name on Account |
|----------|---------|-------------------------|
| <hr/>    | <hr/>   | <hr/>                   |

4. Each party shall pay and hold the other harmless from the above listed debt unless otherwise stated in this Agreement

5. Other arrangements regarding debt(s), including refinancing:

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6. The Court has continuing jurisdiction to determine whether a debt assigned to a party qualifies as an exception to discharge in bankruptcy.

7. Neither party shall incur liabilities in the name of the other party in the future.

**FOURTH: SPOUSAL SUPPORT**

**A. No Spousal Support Obligation**

Neither Plaintiff/Petitioner 1 nor Defendant/Petitioner 2 shall pay spousal support to the other, subject to any jurisdiction reserved in Section E below.

**B. Spousal Support Obligation**

Plaintiff/Petitioner 1 or  Defendant/Petitioner 2 shall pay spousal support to  Plaintiff/Petitioner 1  Defendant/Petitioner 2 in the amount of \$ \_\_\_\_\_ per month commencing on \_\_\_\_\_ Spousal support shall continue  for a period of \_\_\_\_\_ months OR  until further order of this Court.

**C. Method of Payment of Spousal Support:**

Spousal support payments shall be made directly to  Plaintiff/Petitioner 1  Defendant/Petitioner 2. *(Direct payment can only be made if there are no minor child(ren) and in accordance with R.C. 3121.441.)*

Spousal support payments, plus two percent (2%) processing charge, shall be made to the Ohio Child Support Payment Central, P. O. Box 182372, Columbus, Ohio 43218-2372, as administered through the \_\_\_\_\_ County Child Support Enforcement Agency by:  income withholding or  other \_\_\_\_\_.

**D. Termination of Spousal Support**

Spousal support shall terminate earlier than the above stated date upon Plaintiff/Petitioner 1's or Defendant/Petitioner 2's death or in the event of the following: **(check all that apply)**

- The cohabitation of the person receiving support in a relationship comparable to marriage.
- The remarriage of the person receiving support.
- Other: (specify) \_\_\_\_\_

**E. Reservation of Jurisdiction**

Under all circumstances, the Court shall retain jurisdiction over the issue of spousal support to hear and determine a Motion for Relief from Judgment pursuant to Civ.R. 60(B).

On other matters involving spousal support: *(check all that apply)*

- The Court shall retain jurisdiction to establish or modify the amount and/or duration of spousal support in the event either party files bankruptcy.
- The Court shall NOT retain jurisdiction to establish or modify the amount and/or duration of spousal support in the event either party files bankruptcy.
- The Court shall retain jurisdiction to modify the amount of the spousal support order.

- The Court shall NOT retain jurisdiction to modify the amount of the spousal support order.
- The Court shall retain jurisdiction to modify the duration of the spousal support order.
- The Court shall NOT retain jurisdiction to modify the duration of the spousal support order.

F. **Other orders regarding spousal support:** *(specify)* \_\_\_\_\_  
 \_\_\_\_\_

G. **Arrearage or Overpayment**

- Any temporary spousal support arrearage or overpayment shall survive the Judgment Entry.
- Any temporary spousal support arrearage or overpayment shall not survive the Judgment Entry.
- Other: \_\_\_\_\_

**FIFTH: NAME**

\_\_\_\_\_ shall be restored  
 to the former name of \_\_\_\_\_

**SIXTH: ALLOCATION OF PARENTAL RIGHTS AND RESPONSIBILITIES, PARENTING TIME, CHILD SUPPORT, AND HEALTH CARE**

- The parties do not have (a) child(ren) subject to the jurisdiction of the Court.
- The parties have (a) child(ren) subject to the jurisdiction of the Court, and a
  - Parenting Plan is attached
  - Shared Parenting Plan is attached.

**SEVENTH: OTHER**

The parties agree to the following additional matters: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**EIGHTH: NON-USE OF OTHER'S CREDIT**

Neither party shall incur any debt or obligation upon the credit of the other or in their joint names. If a party incurs such debt or obligation that party shall repay, indemnify, and hold the other harmless as to any such debt or obligation. All joint credit card accounts shall be immediately cancelled. All joint credit cards shall be immediately destroyed.

**NINTH: INCORPORATION INTO JUDGMENT ENTRY**

If one or both of the parties institute or have instituted proceedings for dissolution, divorce, or separation, this Agreement shall be presented to the Court with the request that it be adjudicated to be fair, just, and proper, and incorporated into a Judgment Entry.

**TENTH: PERFORMANCE OF NECESSARY ACTS**

Upon execution and approval of this Agreement by the Court, each party shall deliver to the other party, or permit the other party to take possession of all items of property to which each is entitled under the terms of this Agreement, and shall make all periodic payments required under the terms of this Agreement.

**ELEVENTH: SEVERABILITY**

If any provision of this Agreement is held to be invalid or unenforceable, all other provisions shall continue in full force and effect.

**TWELFTH: APPLICABLE LAW**

All of the provisions of this Agreement shall be construed and enforced in accordance with the laws of the State of Ohio.

**THIRTEENTH: MUTUAL RELEASE**

Except as otherwise provided, the parties release and forever discharge each other from any and all actions, suits, debts, claims, demands, and obligations whatsoever, both in law and in equity, which either of them ever had, now has, or may have or assert against the other upon or by reason of any matter or cause to the date of the execution of this Agreement.

Each party waives all rights of inheritance and the right to share in the estate of the other, and waives all rights which would otherwise be available as a surviving spouse, except payments or rights included in this Agreement.

\_\_\_\_\_  
Plaintiff/Petitioner 1 Signature

\_\_\_\_\_  
Defendant/Petitioner 2 Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ACKNOWLEDGMENT**

STATE OF OHIO )  
 ) SS  
COUNTY OF \_\_\_\_\_ )

Before me, a Notary Public, personally appeared \_\_\_\_\_, Plaintiff/Petitioner 1, who acknowledged that Plaintiff/Petitioner 1 has signed the Separation Agreement, that Plaintiff/Petitioner 1 understands the Separation Agreement, and that Plaintiff/Petitioner 1 is aware of the consequences of signing the Separation Agreement.

The foregoing Separation Agreement was acknowledged before me this \_\_\_\_\_ (date) by \_\_\_\_\_ (Plaintiff/Petitioner 1). No oath or affirmation was administered to the signer with regard to this notarial act.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Printed Name of Notary Public

Commission Expiration Date: \_\_\_\_\_

(Affix seal here)

STATE OF OHIO )  
 ) SS  
COUNTY OF \_\_\_\_\_ )

Before me, a Notary Public, personally appeared \_\_\_\_\_, Defendant/Petitioner 2, who acknowledged that Defendant/Petitioner 2 has signed the Separation Agreement, that Defendant/Petitioner 2 understands the Separation Agreement, and that Defendant/Petitioner 2 is aware of the consequences of signing the Separation Agreement.

The foregoing Separation Agreement was acknowledged before me this \_\_\_\_\_ (date) by \_\_\_\_\_ (Defendant/Petitioner 2). No oath or affirmation was administered to the signer with regard to this notarial act.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Printed Name of Notary Public

Commission Expiration Date: \_\_\_\_\_

(Affix seal here)

IN THE COURT OF COMMON PLEAS

DIVISION  
COUNTY, OHIO

IN THE MATTER OF:

\_\_\_\_\_

A Minor

\_\_\_\_\_

Name

Case No. \_\_\_\_\_

\_\_\_\_\_

Street Address

Judge \_\_\_\_\_

\_\_\_\_\_

City, State and Zip Code

Magistrate \_\_\_\_\_

Plaintiff/Petitioner 1

vs./and

\_\_\_\_\_

Name

\_\_\_\_\_

Street Address

\_\_\_\_\_

City, State and Zip Code

Defendant/Petitioner 2

**WARNING: This form is not a substitute for the benefit of the advice of legal counsel. It is highly recommended that you consult an attorney.**

**Instructions:** The Parenting Time Schedule must be attached to this Plan. Parents are urged to consult the Planning for Parenting Time Guide: Ohio's Guide for Parents Living Apart and Domestic Violence & Allocation of Parental Rights and Responsibilities available at [www.supremecourt.ohio.gov](http://www.supremecourt.ohio.gov).

**SHARED PARENTING PLAN**

The parents, \_\_\_\_\_, "Plaintiff/Petitioner 1", and \_\_\_\_\_, Defendant/Petitioner 2", have \_\_\_\_\_ (number) child(ren) from the marriage or relationship. Of the child(ren), \_\_\_\_\_ (number) is/are emancipated adult(s) and not under any disability. The following \_\_\_\_\_ (number) child(ren) are minor child(ren) and/or mentally or physically disabled child(ren) incapable of supporting or maintaining themselves:

**Name of Child**

**Date of Birth**

|       |       |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

The parents agree to the care, parenting, and control of their child(ren) as provided in this Shared Parenting Plan.

### **FIRST: PARENTS' RIGHTS**

Unless otherwise stated herein, the parents shall have:

- A. The right to participate in major decisions concerning the child(ren)'s health, social situation, morals, welfare, education, and economic environment.
- B. The right to reasonable telephone contact with the child(ren) when they are with the other parent.
- C. The right to participate in the selection of doctors, psychologists, psychiatrists, hospitals, and other health care providers for the child(ren).
- D. The right to authorize medical, surgical, hospital, dental, institutional, psychological, and psychiatric care for the child(ren) and obtain a second opinion regarding medical conditions or treatment.
- E. The right to be notified in case of an injury to or illness of the child(ren).
- F. The right to be present with the child(ren) at medical, dental, and other health-related examinations and treatments, including, but not limited to, psychological and psychiatric care.
- G. The right to inspect and receive the child(ren)'s medical and dental records and the right to consult with any treating physician, dentist, and/or other health care provider, including, but not limited to, psychologists and psychiatrists.
- H. The right to consult with school officials concerning the child(ren)'s welfare and educational status, and the right to inspect and receive the child(ren)'s student records to the extent permitted by law.
- I. The right to receive copies of all school reports, calendars of school events, notices of parent-teacher conferences, and school programs.
- J. The right to attend and participate in parent-teacher conferences, school trips, school programs, and other school activities to which parents are invited.
- K. The right to attend and participate with the child(ren) in athletic programs and other extracurricular activities.
- L. The right to receive notice of the other parent's intention to relocate.

### **SECOND: ALLOCATION OF PARENTAL RIGHTS AND RESPONSIBILITIES**

- A. **General Responsibilities**  
Each parent shall take all measures necessary to foster respect and affection between the child(ren) and the other parent. Neither parent shall do anything that may estrange the child(ren) from the other parent, or impair the child(ren)'s high regard for the other parent.
- B. The parents have shared parenting of the child(ren) as specified in this Plan. Each parent, regardless of where an individual child is residing at a particular point in time, as specified in this Plan, is the "residential parent," "the residential parent and legal custodian," or the "custodial parent" of that child.

#### **C. Parenting Time Schedule**

**A parenting time schedule must be attached to this Plan.**

The parents shall have parenting time with the child(ren) according to the attached parenting time schedule, which shows the times that the child(ren) shall be with each parent on weekdays, weekends, holidays and days of special meaning, and vacations.

The parties may voluntarily modify the parenting time schedule, if agreed; however, the Court cannot enforce any change in the parenting time schedule unless it is made an Order of the Court.

D. Transportation to School and Parenting Time

Absent other agreement of the parties included in the attached parenting time schedule, each parent shall be responsible for providing transportation for the child(ren) at the beginning of the parent's parenting time period. Each parent shall be responsible for providing transportation for the child(ren) to and from school during that parent's parenting time period.

Other agreement regarding transportation to school and parenting time:

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E. School Placement

The designation of a particular parent as the residential parent for the purposes of determining the school placement of the child(ren) does not affect the designation of each parent as the "residential parent," "residential parent and legal custodian," or the "custodial parent of the child(ren)".

Plaintiff/Petitioner 1 shall be designated as the residential parent for school placement purposes of the following child(ren):

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Defendant/Petitioner 2 shall be designated as the residential parent for school placement purposes of the following child(ren):

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Other agreement regarding school placement:

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F. Education Decisions Other than School Placement

Each parent shall consult with the other regarding any important education decisions affecting the child(ren). Important education decisions affecting the child(ren) shall be made by agreement of the parties. Each parent shall be reasonable in attempting to reach an agreement on such matters. In the event the parties cannot agree on education decisions other than school placement, the decision of:

Plaintiff/Petitioner 1 shall be binding on the parents and the following child(ren):

---

Defendant/Petitioner 2 shall be binding on the parents and the following child(ren):

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G. Responsibility for Child Activities

1. Participation in Activities

The parents shall give careful consideration of the child(ren)'s best interest and the child(ren)'s wishes in scheduling activities. Neither parent will unreasonably withhold agreement to any particular activity. The parents shall be reasonable with respect to this provision and take into consideration the needs and interests of the child(ren) at all times. The scheduling of events, appointments, and activities shall not be done in a manner to cause undue inconvenience or harassment to the other parent. Both parents must understand that the child(ren) need(s) to be able to participate in regular activities without interference and with the support of both parents.

Absent other agreement by the parents, the child(ren) shall continue to participate in those extracurricular activities, school-related and other activities in which they are currently enrolled, uninterrupted.

Other agreement regarding participation in current or new extracurricular, school-related or other activities:

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Each parent shall provide the other with notice of all extracurricular activities, school-related or otherwise, in which the child(ren) participates, schedules of all activities (handwritten if no formal schedule is provided by the activity) and the name of the activity leader (including address and telephone number if reasonably available).

2. Transportation to Activities

Absent other agreement by the parents, it is the responsibility of the parent in possession of the child(ren) to provide transportation to an activity.

Other agreement regarding transportation:

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3. Payment of Expenses Related to Activities

Each parent shall notify the other about any and all expenses arising from the child's extracurricular, school-related, or other activities.

Absent other agreement of the parents, the parents shall divide the costs and expenses associated with their child(ren)'s participation in any extracurricular, school-related, or other activities as follows:

Plaintiff/Petitioner 1 \_\_\_\_\_

Defendant/Petitioner 2 \_\_\_\_\_

Other agreement regarding the division of extracurricular, school-related, or other activity expenses:

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The parent incurring an expense related to an extracurricular, school-related, or other activity shall forward a copy of the bill or invoice to the other parent as soon as practicable. Absent other agreement of the parents as stated herein, reimbursement or payment shall be made within thirty (30) days of receipt of the bill or invoice.

Other agreement regarding reimbursement or payment of expenses:

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H. Health Care Responsibilities

Each parent shall promptly notify the other parent if a child experiences a serious injury, has a serious or chronic illness, or receives treatment in an emergency room or hospital. Each parent shall notify the other parent of the emergency, the child's status, locale, and any other pertinent information as soon as practical, but in any event within twenty-four (24) hours. Each parent shall provide the other with the names and telephone numbers of all health care providers for the child(ren).

Each parent shall consult the other about the child(ren)'s health care needs and each shall immediately notify the other parent about all major non-emergency health care decisions before authorizing a course of treatment. Each parent has a right to know the necessity for treatment, proposed cost, and proposed payment schedule. Each parent may also secure an independent evaluation at that parent's expense to determine the necessity for treatment.

If the parties cannot agree regarding a course of treatment,  Plaintiff's/Petitioner 1's  Defendant's/Petitioner 2's (**select one**) decision shall control.

I. Current Address and Telephone Number

Plaintiff's/Petitioner 1's current home address and telephone number, including cellular telephone number:

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Defendant's/Petitioner 2's current home address and telephone number, including cellular telephone number:

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J. Relocation Notice

Pursuant to R.C. 3109.051(G):

If either parent intends to move to a residence other than the residence specified in the Court order, the parent shall file a notice of intent to relocate with this Court. Except as provided in R.C. 3109.051(G)(2), (3), and (4), the Court shall send a copy of the notice to the other parent. Upon receipt of the notice, the Court, on its own motion or the motion of either parent, may schedule a hearing with notice to both parents to determine whether it is in the best interest of the child(ren) to revise the parenting time schedule for the child(ren).

Each parent shall inform the Court and the other parent, in writing, of changes in address and telephone, including cellular telephone number, unless otherwise provided by Court order.

The relocation notice must be filed with the Court granting the allocation of parental rights and responsibilities: (*print name and address of Court*)

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K. Records Access Notice  
Pursuant to R.C. 3109.051(H) and 3319.321(B)(5)(a):

Subject to R.C. 3125.16 and 3319.321(F), both parents are entitled access to any record related to the child(ren), unless otherwise restricted. Any keeper of a record who knowingly fails to comply with permitting record access is in contempt of Court.

Restrictions or limitations:

None

Restrictions or limitations to records access are as follows:

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L. Day Care Access Notice  
Pursuant to R.C. 3109.051(I):

In accordance with R.C. 5104.039, both parents are entitled access to any day care center that is or will be attended by the child(ren) unless otherwise restricted.

Restrictions or limitations:

None

Restrictions or limitations to day care access are as follows:

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M. School Activities Access Notice  
Pursuant to R.C. 3109.051(J):

Subject to R.C. 3319.321(F), both parents are entitled access to any student activity related to the child(ren), unless otherwise restricted. Any school employee or official who knowingly fails to comply with permitting school activities access is in contempt of Court.

Restrictions or limitations:

None

Restrictions or limitations to school activities access are as follows:

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**THIRD: CHILD SUPPORT**

As required by law, a completed Child Support Worksheet is attached to this document.

The Order for child support and cash medical support is effective \_\_\_\_\_, 20\_\_\_\_\_.

For purposes of this order:

Plaintiff/Petitioner 1  Defendant/Petitioner 2 is the child support obligor (*pays support*).

Plaintiff/Petitioner 1  Defendant/Petitioner 2 is the child support obligee (*receives support*).

The following information is provided in accordance with R.C. 3105.72 and 3121.30:

**SUPPORT OBLIGOR** (pays support):

Name (First, MI, Last): \_\_\_\_\_  
Social Security Number: xxx-xx-\_\_\_\_\_ (fill in last four digits)  
Date of Birth: \_\_\_\_\_

**SUPPORT OBLIGEE** (receives support):

Name (First, MI, Last): \_\_\_\_\_  
Social Security Number: xxx-xx-\_\_\_\_\_ (fill in last four digits)  
Date of Birth: \_\_\_\_\_

A. Guideline Child Support Amount

The **guideline** child support obligation, as determined by the Child Support Worksheet, is \$\_\_\_\_\_ per child, per month for \_\_\_\_\_ (number) child(ren), for a total of \$\_\_\_\_\_ per month. (Line 24 Sole/Shared Parenting Child Support Computation Worksheet or Line 25 Split Parenting Child Support Computation Worksheet)

B. Overnight Parenting Time Adjustment

- The child support obligor does not have Court ordered parenting time which is equal to or exceeds ninety (90) overnights.
- The child support obligor has Court ordered parenting time which is equal to or exceeds ninety (90) overnights. The above computation reflects an automatic ten percent (10%) adjustment in the guideline child support obligation.

C. Overnight Parenting Time Deviation

- Pursuant to R.C. 3119.231, there is extended Court ordered parenting time which:
  - exceeds ninety (90) overnights but is *not* more than 146 overnights (\_\_\_\_\_ overnights).
  - A deviation is *not* granted.
  - The annual obligation would be unjust and inappropriate and, therefore, not in the best interest of the minor child(ren). A deviation *is* granted for the following reasons:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

– OR –

- is equal to or exceeds 147 overnights (\_\_\_\_\_ overnights).

A deviation is  granted  *not* granted for the following reasons:  
\_\_\_\_\_  
\_\_\_\_\_

D. Other Deviation Factors *(if applicable)*

- Pursuant to R.C. 3119.22, 3119.23 and/or 3119.24, the annual obligation would be unjust and inappropriate and, therefore, not in the best interest of the minor child(ren) for the following reason(s):

*(Check all that apply)*

- Special and unusual needs of the child(ren), including needs arising from the physical or psychological condition of the child(ren)

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- Other Court ordered payments

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- Extended parenting time or extraordinary costs associated with parenting time, including extraordinary travel expenses when exchanging the child(ren) for parenting time

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- Financial resources and the earning ability of the child(ren)

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- Relative financial resources, including the disparity in income between parties or households, other assets, and the needs of each parent

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- Obligor's income, if the obligor's annual income is equal to or less than one hundred percent (100%) of the federal poverty level

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- Benefits that either parent receives from remarriage or sharing living expenses with another person

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- Amount of federal, state, and local taxes actually paid or estimated to be paid by a parent or both parents

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- Significant in-kind contributions from a parent, including, but not limited to, direct payment for lessons, sports equipment, schooling, or clothing

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- Extraordinary work-related expenses incurred by either parent
- 
- 
- Standard of living and circumstances of each parent and the standard of living the child(ren) would have enjoyed had the marriage continued or had the parents been married
- 
- 
- Educational opportunities that would have been available to the child(ren) had the circumstances requiring a child support order not arisen
- 
- 
- The responsibility of each parent for the support of others, including support of (a) child(ren) with disabilities who is/are not subject to the support order
- 
- 
- Post-secondary educational expenses paid for by a parent for the parent's own child(ren), regardless of whether the child(ren) is/are emancipated
- 
- 
- Costs incurred or reasonably anticipated to be incurred by the parents in compliance with Court ordered reunification efforts in child abuse, neglect, or dependency cases
- 
- 
- Extraordinary child care costs required for the child(ren) that exceed the maximum state-wide average cost estimate as described in R.C. 3119.05(P)(1)(d), including extraordinary costs associated with caring for (a) child(ren) with specialized physical, psychological, or educational needs
- 
- 
- Any other relevant factor: *(specify)*
- 
- 
- Extraordinary circumstances associated with shared parenting: *(Only if Shared Parenting is ordered - check all that apply)*
- Ability of each parent to maintain adequate housing for the child(ren)
  - Each parent's expenses, including child care expenses, school tuition, medical expenses, dental expenses, and other relevant expenses
  - Any other relevant circumstances: *(specify)*
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E. Monthly Child Support Obligation

The child support obligor (pays support) shall pay child support in the amount of \$ \_\_\_\_\_ per child, per month for \_\_\_\_\_ (number) child(ren), for a total of \$ \_\_\_\_\_ per month, plus two percent (2%) processing charge. *(If there is no child support deviation, Line 24 Sole/Shared Child Support Computation Worksheet, or Line 25 Split Parenting Child Support Computation Worksheet. If there is a deviation in child support, Line 26 Sole/Shared Child Support Computation Worksheet, or Line 27 Split Parenting Child Support Computation Worksheet.)*

F. Arrearage or Overpayment

- Child support arrearage or overpayment for the minor child(ren) payable either by administrative order, temporary or final order **shall** survive and continue as an enforceable obligation until paid in full.
- Child support arrearage or overpayment for the minor child(ren) payable either by administrative order, temporary or final order **shall not** survive and continue as an enforceable obligation until paid in full, except the arrearage assigned to and due to the Department of Job and Family Services.

G. Method to Secure Support Payment(s)

All support under this Order shall be withheld or deducted from the income or assets of the support obligor pursuant to a withholding or deduction notice or appropriate Order issued in accordance with R.C. Chapters 3119, 3121, 3123, and 3125 or a withdrawal directive issued pursuant to R.C. 3123.24 to 3123.38 and shall be forwarded to the obligee in accordance with R.C. Chapters 3119, 3121, 3123, and 3125.

The support obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency, in writing, of any change in employment (including self-employment), receipt of additional income/monies or termination of benefits. The support obligor shall include a description of the nature of the employment and the name, business address and telephone number of any employer.

The specific withholding or deduction requirements to be used to collect the support shall be set forth and determined by reference to the notices that are sent out by the Child Support Enforcement Agency in accordance with R.C. 3121.03 and shall be determined without the need for any amendment to the support order. Those notices, plus the notices provided by the Child Support Enforcement Agency that require the child support obligor to notify the Child Support Enforcement Agency of any change in his/her employment status or of any other change in the status of his/her assets, are final and enforceable by the court. Each withholding notice shall be for the current child support, current cash medical support, any arrearage payment, and processing charges.

**All support shall be paid through Ohio Child Support Payment Central (OCSPC), P.O. Box 182372, Columbus, Ohio 43218-2372.** Checks or money orders shall be made payable to "OCSPC". All payments shall include the following: Obligor's name, Social Security Number, SETS case number and Domestic Relations Court case number. **If there is to be a withholding/deduction order, the support obligor shall make payments directly to OCSPC until the income source/financial institution begins withholding/deducting in the appropriate amount.**

Pursuant to R.C. 3121.45, any payment of money by the child support obligor to the child support obligee that is not made through Ohio Child Support Payment Central or the Child Support Enforcement Agency administering the support order shall not be considered a payment under the support order and, unless the payment is made to discharge an obligation other than support, shall be deemed a gift.

Payments shall be made in the manner ordered by the Court. If payments are to be made other than on a monthly basis, the required monthly administration by the \_\_\_\_\_ County Child Support Enforcement Agency does not affect the frequency or the amount of the support payments to be made under the order.

(Check one of the following three boxes)

- The support obligor receives income from an income source.

A withholding or deduction notice shall issue to:

INCOME SOURCE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

– OR –

- The support obligor has nonexempt funds on deposit in an account at a financial institution.

A withholding or deduction notice shall issue to:

FINANCIAL INSTITUTION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

If withholding from a financial account, the support obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency of the number and description of the account from which support shall be deducted, and the name, branch, business address and routing number of the financial institution if not set forth above.

The support obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency of any change in the status of an account from which support is being deducted or the opening of a new account with any financial institution.

– OR –

- The support obligor has no attachable income source at this time.

The support obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency, in writing, if the support obligor begins to receive income from a payor. The notice shall include a description of the nature of any new employment, and the name, business address and telephone number of any new employer.

- The support obligor shall seek employment, if able to engage in employment. Obligor's employment search must include registration with Ohio Means Jobs at <https://jobseeker.ohiomeansjobs.monster.com>. Obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency, in writing, upon commencement or change of employment (including self-employment), receipt of additional income/money, obtaining ownership of asset of value of \$500.00 or more, receipt or termination of benefits or the opening of an account at a financial institution. The support obligor shall include a description of the nature of the employment and the name, business address and telephone number of any employer. The support obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency of any change in the status of an account from which support is being deducted or the opening of a new account with any financial institution.

H. Duration and Termination of Support & Required Notices

The duty of child support and cash medical support for each child shall continue until further order of Court or until the above-named child reaches age eighteen (18) unless one of the following circumstances applies:

- The child is mentally or physically disabled and is incapable of supporting or maintaining himself, herself or themselves.
- The parents have agreed to continue child support beyond the date it would otherwise terminate.
- The child continuously attends a recognized and accredited high school on a full-time basis so long as the child has not, as yet, reached the age of nineteen (19) years old. Under this circumstance, child support will end at the time the child graduates or ceases to attend a recognized and accredited high school on a full-time basis or when the child reaches the age of nineteen (19), whichever occurs first.

The child support and cash medical support order will remain in effect during seasonal vacation periods until the order terminates.

- The parties have agreed that the child support and cash medical support obligation will extend beyond the time when it would otherwise end. The terms and conditions of that agreement are as follows:

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- The parties have (a) child(ren) who is/are mentally or physically disabled and incapable of supporting or maintaining himself, herself or themselves, and child support and cash medical support will extend beyond the time when it would otherwise end. The name of the child(ren) and the nature of the mental or physical disability(ies) is/are as follows:

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The residential parent and legal custodian of the child(ren) shall immediately notify, and the child support obligor may notify, the \_\_\_\_\_ County Child Support Enforcement Agency of any reason for which the child support order should terminate, including, but not limited to, the child's death, marriage, emancipation (age 18 or high school completion/termination), enlistment in the Armed Services, deportation, or change of legal custody. A willful failure to notify the \_\_\_\_\_ County Child Support Enforcement Agency may be contempt of Court.

**EACH PARTY TO THIS SUPPORT ORDER MUST NOTIFY THE CHILD SUPPORT ENFORCEMENT AGENCY IN WRITING OF HIS OR HER CURRENT MAILING ADDRESS, CURRENT RESIDENCE ADDRESS, CURRENT RESIDENCE TELEPHONE NUMBER, CURRENT DRIVER'S LICENSE NUMBER, AND OF ANY CHANGES IN THAT INFORMATION. EACH PARTY MUST NOTIFY THE AGENCY OF ALL CHANGES UNTIL FURTHER NOTICE FROM THE COURT OR AGENCY, WHICHEVER ISSUED THE SUPPORT ORDER.**

**IF YOU ARE THE OBLIGOR UNDER A CHILD SUPPORT ORDER AND YOU FAIL TO MAKE THE REQUIRED NOTIFICATIONS, YOU MAY BE FINED UP TO \$50 FOR A FIRST OFFENSE, \$100 FOR A SECOND OFFENSE, AND \$500 FOR EACH SUBSEQUENT OFFENSE.**

**IF YOU ARE AN OBLIGOR OR OBLIGEE UNDER ANY SUPPORT ORDER ISSUED BY A COURT AND YOU WILLFULLY FAIL TO GIVE THE REQUIRED NOTICES, YOU MAY BE FOUND IN CONTEMPT OF COURT AND BE SUBJECTED TO FINES UP TO \$1,000 AND IMPRISONMENT FOR NOT MORE THAN 90 DAYS.**

**IF YOU ARE AN OBLIGOR OR OBLIGEE AND YOU FAIL TO GIVE THE REQUIRED NOTICES TO THE CHILD SUPPORT ENFORCEMENT AGENCY, YOU MAY NOT RECEIVE NOTICE OF THE CHANGES AND REQUESTS TO CHANGE THE CHILD SUPPORT AMOUNT, HEALTH CARE PROVISIONS, OR TERMINATION OF THE CHILD SUPPORT ORDER. IF YOU ARE AN OBLIGOR AND YOU FAIL TO GIVE THE REQUIRED NOTICES, YOU MAY NOT RECEIVE NOTICE OF THE FOLLOWING ENFORCEMENT ACTIONS AGAINST YOU: IMPOSITION OF LIENS AGAINST YOUR PROPERTY; LOSS OF YOUR PROFESSIONAL OR OCCUPATIONAL LICENSE, DRIVER'S LICENSE, OR RECREATIONAL LICENSE; WITHHOLDING FROM YOUR INCOME; ACCESS RESTRICTION AND DEDUCTION FROM YOUR ACCOUNTS IN FINANCIAL INSTITUTIONS; AND ANY OTHER ACTION PERMITTED BY LAW TO OBTAIN MONEY FROM YOU TO SATISFY YOUR SUPPORT OBLIGATION.**

**FOURTH: HEALTH INSURANCE COVERAGE.**

- A.  Private Health Insurance Coverage IS NOT available for the minor child(ren).

Neither parent has accessible private health insurance coverage available at a reasonable cost to cover the minor child(ren) at the time of the issuance of this order.

The child support obligee shall obtain health care coverage (private health insurance coverage or public health care plan) for the child(ren) not later than thirty (30) days after it becomes available at a reasonable cost, and shall inform the \_\_\_\_\_ County Child Support Enforcement Agency (CSEA) when health care coverage for the child(ren) has been obtained.

If private health insurance coverage becomes available to the child support obligor at a reasonable cost, the child support obligor shall inform the \_\_\_\_\_ County Child Support Enforcement Agency (CSEA) and may seek a modification of health care coverage from the Court with respect to a Court child support order, or from the agency with respect to an administrative support order.

- B.  Private Health Insurance Coverage IS available for the minor child(ren).

- Plaintiff/Petitioner 1 has private health insurance coverage for the minor child(ren);  
 Defendant/Petitioner 2 has private health insurance coverage for the minor child(ren); or  
 Both parents have private health insurance coverage available for the minor child(ren).

1. Accessibility of Private Health Insurance Coverage.

The available private health insurance coverage for the minor child(ren) is accessible because:

*(Check one of the following three boxes)*

- Primary care services are within thirty (30) miles of the child(ren)'s residence.  
 The Court permits primary care services farther than thirty (30) miles of the child(ren)'s residence because residents in the geographic area customarily travel farther distances.  
 Primary care services are accessible by public transportation because public transportation is the child support obligee's only source of transportation.

2. Reasonableness of Cost of Private Health Insurance Coverage.

Pursuant to R.C. 3119.29(F), for purposes of determining reasonable cost, the total cost of private health insurance coverage to the person required to provide private health insurance coverage for the child(ren) subject to the child support order does not exceed an amount equal to five percent of the annual income of that person.

*(Check one of the following two sections)*

- The total cost of private health insurance coverage available to  Plaintiff/Petitioner 1 and/or  Defendant/Petitioner 2 **does not exceed** that parent's Health Insurance Maximum. *(Line 8 Child Support Computation Worksheet)*

**- OR -**

- The total cost of private health insurance coverage available to  Plaintiff/Petitioner 1 and/or  Defendant/Petitioner 2 **exceeds** that parent's Health Insurance Maximum *(Line 8 Child Support Computation Worksheet)*;

*(Check one of the three sections below)*

- Both parents agree that  Plaintiff/Petitioner 1  Defendant/Petitioner 2 or  Both parents shall obtain or maintain private health insurance coverage, the cost of which exceeds the Health Insurance Maximum for that parent.

**- OR -**

- Plaintiff/Petitioner 1  Defendant/Petitioner 2 has requested to obtain or maintain private health insurance coverage, the cost of which exceeds the Health Insurance Maximum for that parent.

**- OR -**

- It is in the best interest of the child(ren) for  Plaintiff/Petitioner 1  Defendant/Petitioner 2 to obtain or maintain private health insurance coverage for the child(ren) even though the total cost of private health insurance coverage exceeds that parent's Health Insurance Maximum. The cost of private health insurance coverage will not impose an undue financial burden because:
- 

3. Person Required to Provide Private Health Insurance Coverage.

- Plaintiff/Petitioner 1  Defendant/Petitioner 2  Both parents shall provide private health insurance coverage for the child(ren) until further order of Court for the following reasons:

*(Check one of the following six boxes)*

- The child support obligee is rebuttably presumed to be the appropriate parent to provide private health insurance coverage for the child(ren).  
 The child support obligor already has private health insurance coverage for the child(ren) that is reasonable in cost.  
 The child support obligor already has private health insurance coverage in place for the child(ren) that is not reasonable in cost, but the child support obligor wishes to be named the private health insurance obligor and provide coverage.

- The child support obligor can obtain private health insurance coverage for the child(ren) that is reasonable in cost through an employer or other source.
- The child support obligee is a non-parent individual or agency that has no duty to provide medical support.
- Both parents wish to provide and already have private health insurance coverage in place or have private health insurance coverage available for the child(ren).

If both parents are providing private health insurance coverage for the minor child(ren),  Plaintiff's/Petitioner 1's  Defendant's/Petitioner 2's private health insurance coverage plan shall be considered the primary private health insurance coverage plan for the child(ren).

Should private health insurance coverage be cancelled for any reason, the parent ordered to maintain private health insurance coverage shall immediately notify the other parent of the cancellation.

**C. Health Care Coverage Requirements**

Within thirty (30) days after the issuance of this support order, the person required to provide health care coverage for the child(ren) must provide to the other parent or to the child support obligee information regarding the benefits, limitations, and exclusions of the coverage, copies of any forms necessary to receive reimbursement, payment or other benefits under the coverage, and a copy of any necessary proof of coverage.

Within thirty (30) days after the issuance of this order, the person required to provide health care coverage for the child(ren) shall provide to the Child Support Enforcement Agency documentation that verifies health care coverage is being provided as ordered.

The individual who is designated to be reimbursed for health care expenses for the child(ren) is:

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

The person required to provide health care coverage for the child(ren) shall designate the child(ren) as covered dependent(s) under any health care coverage policy, contract, or plan.

Pursuant to R.C. 3119.32(E), the employer of the person required to provide health care coverage for the child(ren) is required to release to the other parent, any person subject to an order issued under R.C. 3109.19, or the Child Support Enforcement Agency, on written request, any necessary information on the health care coverage, including the name and address of the health plan administrator and any policy, contract, or plan number, and to otherwise comply with R.C. 3119.32 and any order or notice issued under R.C. 3119.32.

Pursuant to R.C. 3119.32(G), if the person required to obtain health care coverage for the child(ren) subject to this child support order obtains new employment, the agency shall comply with the requirements of R.C. 3119.34, which may result in the issuance of a notice requiring the new employer to take whatever action is necessary to enroll the children in private health care insurance coverage provided by the new employer, when insurance is not being provided by any other source.

**FIFTH: CASH MEDICAL SUPPORT & CHILDREN'S HEALTH CARE EXPENSES**

**A. Liability for child(ren)'s Health Care Expenses**

Pursuant to R.C. 3119.30(A), both parents are liable for the health care expenses of the child(ren) who is/are not covered by private health insurance coverage.

Cash medical support is an amount paid in a child support order toward the ordinary health care expenses incurred during a calendar year. Ordinary health care expenses include copayments and deductibles, and uninsured health-related costs.

Extraordinary health care expenses are any uninsured health care expenses incurred for a child during a calendar year that exceed the total cash medical support amount owed by the parents during that year.

Each party shall have access to all health care records of the child(ren) as provided by law, or as otherwise limited in this document.

The term "health care expense" or "health care records" shall include, but not be limited to, medical, dental, orthodontic, optical, pharmaceutical, surgical, hospital, major medical, psychological, psychiatric, outpatient, doctor, therapy, counseling, prosthetic, and/or all other expenses/records including preventative health expenses/records related to the treatment of the human body and mind.

The parent who receives a health care bill, and/or an Explanation of Benefits (EOB), or who incurs a health care expense, shall provide the other parent the original or a copy of the bill, and/or EOB, if available, within (thirty) 30 days of the date on the bill or EOB, or a receipt, absent extraordinary circumstances. The other parent shall reimburse the parent incurring the expenses or pay directly to the health care provider, that parent's percentage share of the bill as shown in Section D below.

**B. Guideline Cash Medical Support Obligation**

The parents' combined **annual** cash medical support obligation, as determined by the applicable worksheet, is \$\_\_\_\_\_. (Line 23a Child Support Computation Worksheet)

The Obligor's (pays support) guideline **annual** cash medical support obligation is \$\_\_\_\_\_. (Line 23b Child Support Computation Worksheet)

The Obligee's (receives support) guideline **annual** cash medical support obligation is \$\_\_\_\_\_. (Line 23b Child Support Computation Worksheet) The Obligee's cash medical support obligation is not subject to collection by the Child Support Enforcement Agency.

**C. Deviation in Cash Medical Support (if applicable)**

Pursuant to R.C. 3119.22, 3119.23 and/or 3119.24, the annual guideline cash medical support obligation would be unjust and inappropriate and, therefore, not in the best interest of the minor child(ren) for the following reason(s):

The same reasons referenced in this document regarding the child support deviation.

**- OR -**

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

D. Cash Medical Support Obligation and Division of Child(ren)'s Health Care Expenses

(Check one of the following two boxes)

- The cash medical support obligation is not deviated.

Obligor shall pay cash medical support in the amount of \$\_\_\_\_\_ per child, per month, for \_\_\_\_\_ (number) child(ren) for a total of \$\_\_\_\_\_, per month, plus two percent (2%) processing charge through the Child Support Enforcement Agency. (Line 27 Sole/Shared Parenting Child Support Computation Worksheet, or Line 29 Split Parenting Child Support Computation Worksheet)

Plaintiff/Petitioner 1 shall pay \_\_\_\_\_% and Defendant/Petitioner 2 shall pay \_\_\_\_\_% of the health care expenses incurred for a child during a calendar year that exceed \$\_\_\_\_\_, the parents' total combined annual cash medical support obligation, as determined by the applicable worksheet. (Line 23a Child Support Computation Worksheet)

- OR -

- The cash medical support obligation is deviated.

Obligor shall pay cash medical support in the amount of \$\_\_\_\_\_ per child, per month, for \_\_\_\_\_(number) child(ren) for a total of \$\_\_\_\_\_, per month, plus two percent (2%) processing charge through the Child Support Enforcement Agency. (Line 29 Sole/Shared Parenting Child Support Computation Worksheet, or Line 31 Split Parenting Child Support Computation Worksheet)

Obligee's cash medical support obligation is deviated to \$\_\_\_\_\_ per month. (Line 29, Sole/Shared Parenting Child Support Computation Worksheet or Line 31 Split Parenting Child Support Computation Worksheet) Obligee's cash medical support obligation is not subject to collection by the Child Support Enforcement Agency.

Plaintiff/Petitioner 1 shall pay \_\_\_\_\_% and the Defendant/Petitioner 2 shall pay \_\_\_\_\_% of the health care expenses incurred for a child during a calendar year that exceed \$\_\_\_\_\_, the parents' total combined annual deviated cash medical support obligation, as determined by the applicable worksheet. (Line 29 amounts added together and multiplied by twelve Sole/Shared Child Support Computation Worksheet, Line 31 amounts added together and multiplied by twelve Split Parenting Child Support Computation Worksheet)

**SIXTH: TAX DEPENDENCY**

- A.  Plaintiff/Petitioner 1 shall be entitled to claim the following minor child(ren) as (a) dependent(s) for all tax purposes for  even-numbered tax years  odd-numbered tax years  all eligible tax years, so long as Plaintiff/Petitioner 1 is substantially current in any child support Plaintiff/Petitioner 1 is required to pay as of December 31 of the tax year in question: \_\_\_\_\_

Defendant/Petitioner 2 shall be entitled to claim the following minor child(ren) as (a) dependent(s) for all tax purposes for  even-numbered tax years  odd-numbered tax years  all eligible tax years, so long as Defendant/Petitioner 2 is substantially current in any child support Defendant/Petitioner 2 is required to pay as of December 31 of the tax year in question: \_\_\_\_\_

- B.  Other orders regarding tax dependency: (specify)

If a parent who has a child less than half of the time is entitled to claim the child, the other parent shall execute and deliver Internal Revenue Service Form 8332, or its successor, together with any other required forms as set out in section 152 of the Internal Revenue Code, as amended, on or before February 15th of the year following the tax year in question.

**SEVENTH: MODIFICATION**

This Shared Parenting Plan may be modified by agreement of the parties or by the Court.

**EIGHTH: OTHER**

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Upon approval by the Court, this Shared Parenting Plan shall be incorporated in the Judgment Entry.

\_\_\_\_\_  
Plaintiff/Petitioner 1 Signature

\_\_\_\_\_  
Defendant/Petitioner 2 Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Plaintiff/Petitioner 1 Attorney Signature

\_\_\_\_\_  
Defendant/Petitioner 2 Attorney Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Supreme Court Reg No.

\_\_\_\_\_  
Supreme Court Reg No.

IN THE COURT OF COMMON PLEAS

DIVISION  
COUNTY, OHIO

IN THE MATTER OF:

A Minor

Name

Street Address

City, State and Zip Code

Case No.

Judge

Magistrate

Plaintiff/Petitioner 1

vs./and

Name

Street Address

City, State and Zip Code

Defendant/Petitioner 2

**WARNING: This form is not a substitute for the benefit of the advice of legal counsel. It is highly recommended that you consult an attorney.**

**Instructions:** The Parenting Time Schedule must be attached to this Plan. Parents are urged to consult the Planning for Parenting Time Guide: Ohio's Guide for Parents Living Apart and Domestic Violence & Allocation of Parental Rights and Responsibilities available at [www.supremecourt.ohio.gov](http://www.supremecourt.ohio.gov).

PARENTING PLAN

The parents, \_\_\_\_\_ "Plaintiff/Petitioner 1", and \_\_\_\_\_ "Defendant/Petitioner 2", have \_\_\_\_\_ (number) child(ren) from the marriage or relationship. Of the child(ren), \_\_\_\_\_ (number) is/are emancipated adult(s) and not under any disability. The following \_\_\_\_\_ (number) child(ren) are minor child(ren) and/or mentally or physically disabled child(ren) incapable of supporting or maintaining themselves:

Name of Child

Date of Birth

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

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

The parents agree to the care, parenting, and control of their child(ren) as provided in this Parenting Plan.

**FIRST: PARENTS' RIGHTS**

Unless otherwise stated herein, the parents shall have:

- A. The right to reasonable telephone contact with the child(ren) when they are with the other parent.
- B. The right to be notified in case of an injury to or illness of the minor child(ren).
- C. The right to inspect and receive the minor child(ren)'s medical and dental records and the right to consult with any treating physician, dentist, and/or other health care provider, including, but not limited to, psychologists and psychiatrists.
- D. The right to consult with school officials concerning the minor child(ren)'s welfare and educational status, and the right to inspect and receive the child(ren)'s student records to the extent permitted by law.
- E. The right to receive copies of all school reports, calendars of school events, notices of parent-teacher conferences, and school programs.
- F. The right to attend and participate in parent-teacher conferences, school trips, school programs, and other school activities to which parents are invited.
- G. The right to attend and participate with the child(ren) in athletic programs and other extracurricular activities.

**SECOND: ALLOCATION OF PARENTAL RIGHTS AND RESPONSIBILITIES**

A. General Responsibilities

Each parent shall take all measures necessary to foster respect and affection between the child(ren) and the other parent. Neither parent shall do anything that may estrange the child(ren) from the other parent, or impair the child(ren)'s high regard for the other parent.

B. Residential Parent and Legal Custodian

Plaintiff/Petitioner 1 shall be the residential parent and legal custodian of the following child(ren):

| Name of Child | Date of Birth |
|---------------|---------------|
| _____         | _____         |
| _____         | _____         |
| _____         | _____         |
| _____         | _____         |

Defendant/Petitioner 2 shall be the residential parent and legal custodian of the following child(ren):

| Name of Child | Date of Birth |
|---------------|---------------|
| _____         | _____         |
| _____         | _____         |
| _____         | _____         |
| _____         | _____         |

C. Parenting Time Schedule

**A parenting time schedule must be attached to this Plan.**

The parents shall have parenting time with the child(ren) according to the attached parenting time schedule, which shows the times that the child(ren) shall be with each parent on weekdays, weekends, holidays and days of special meaning, and vacations.

The parties may voluntarily modify the parenting time schedule, if agreed; however, the Court cannot enforce any change in the parenting time schedule unless it is made an Order of the Court.

D. Transportation: (*select one*)

Absent other agreement of the parties included in the attached parenting time schedule, each parent shall be responsible for providing transportation for the child(ren) at the beginning of the parent's parenting time period. Each parent shall be responsible for providing transportation for the child(ren) to and from school during that parent's parenting time period.

Other agreement regarding transportation to school and parenting time:

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E. Responsibility for Child Activities

1. Participation in Activities

The scheduling of events, appointments, and activities shall not be done in a manner to cause undue inconvenience or harassment to the other parent. Both parents must understand that the child(ren) need(s) to be able to participate in regular activities without interference and with the support of both parents.

Absent other agreement by the parents, the child(ren) shall continue to participate in those extracurricular activities, school-related and other activities in which they are currently enrolled, uninterrupted.

Other agreement regarding participation in current or new extracurricular, school-related or other activities:

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Each parent shall provide the other with notice of all extracurricular activities, school-related or otherwise, in which the child(ren) participates, schedules of all activities (handwritten if no formal schedule is provided by the activity) and the name of the activity leader (including address and telephone number if reasonably available).

2. Transportation to Activities

Absent other agreement by the parents, it is the responsibility of the parent in possession of the child(ren) to provide transportation to an activity.

Other agreement regarding transportation:

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3. Payment of Expenses Related to Activities

Each parent shall notify the other about any and all expenses arising from the child's extracurricular, school-related, or other activities.

Absent other agreement of the parents, the parents shall pay the costs and expenses associated with their child(ren)'s participation in any extracurricular, school-related, or other activities as follows:

- Plaintiff/Petitioner 1 \_\_\_\_\_
- Defendant/Petitioner 2 \_\_\_\_\_
- Other agreement regarding the payment of extracurricular, school-related, or other activity expenses:  
\_\_\_\_\_  
\_\_\_\_\_

The parent incurring an expense related to an extracurricular, school-related, or other activity shall forward a copy of the bill or invoice to the other parent as soon as practicable. Absent other agreement of the parents as stated herein, reimbursement or payment shall be made within thirty (30) days of receipt of the bill or invoice.

- Other agreement regarding reimbursement or payment of expenses:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

F. Health Care Responsibilities

Each parent shall promptly notify the other parent if a child experiences a serious injury, has a serious or chronic illness, or receives treatment in an emergency room or hospital. Each parent shall notify the other parent of the emergency, the child's status, locale, and any other pertinent information as soon as practical, but in any event within twenty-four (24) hours. Each parent shall provide the other with the names and telephone numbers of all health care providers for the child(ren).

- Other agreement regarding health care responsibilities:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

G. Current Address and Telephone Number

Plaintiff's/Petitioner 1's current home address and telephone number, including cellular telephone number:

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

Defendant's/Petitioner 2's current home address and telephone number, including cellular telephone number:

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

H. Relocation Notice

Pursuant to R.C. 3109.051(G):

If the residential parent intends to move to a residence other than the residence specified in the Court order, the parent shall file a notice of intent to relocate with this Court. Except as provided in R.C. 3109.051(G)(2), (3), and (4), the Court shall send a copy of the notice to the parent who is not the residential parent. Upon receipt of the notice, the Court, on its own motion or the motion of the parent who is not the residential parent, may schedule a hearing with notice to both parents to determine whether it is in the best interest of the child(ren) to revise the parenting time schedule for the child(ren).

The non-residential parent shall inform the Court and the other parent, in writing, of changes in address and telephone, including cellular telephone number, unless otherwise provided by court order.

The relocation notice must be filed with the Court granting the allocation of parental rights and responsibilities:  
*(print name and address of the Court)*

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I. Records Access Notice

Pursuant to R.C. 3109.051(H) and 3319.321(B)(5)(a):

Subject to R.C. 3125.16 and 3319.321(F), the parent who is not the residential parent is entitled access to any record that is related to the child(ren), and to which the residential parent is legally provided access under the same terms and conditions as the residential parent. Any keeper of a record who knowingly fails to comply with any record access order is in contempt of Court.

Restrictions or limitations:

None

Restrictions or limitations to non-residential parent regarding records access are as follows:

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J. Day Care Access Notice

Pursuant to R.C. 3109.051(I):

In accordance with R.C. 5104.039, the parent who is not the residential parent is entitled access to any day care center that is or will be attended by the child(ren) with whom parenting time is granted, to the same extent that the residential parent is granted access to the center unless otherwise restricted.

Restrictions or limitations:

None

Restrictions or limitations to non-residential parent regarding day care access are as follows:

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K. School Activities Access Notice

Pursuant to R.C. 3109.051(J):

Subject to R.C. 3319.321(F), the parent who is not the residential parent is entitled access to any student activity that is related to the child(ren) and to which the residential parent is legally provided access, under

the same terms and conditions as the residential parent unless otherwise restricted. Any school employee or official who knowingly fails to comply with this school activities access order is in contempt of Court.

Restrictions or limitations:

None

Restrictions or limitations to non-residential parent regarding school activities access are as follows:

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### THIRD: CHILD SUPPORT

As required by law, a completed Child Support Worksheet is attached to this document.

The Order for child support and cash medical support is effective \_\_\_\_\_, 20\_\_\_\_\_.

For purposes of this order:

Plaintiff/Petitioner 1  Defendant/Petitioner 2 is the child support obligor (*pays support*).

Plaintiff/Petitioner 1  Defendant/Petitioner 2 is the child support obligee (*receives support*).

The following information is provided in accordance with R.C. 3105.72 and R.C. 3121.30:

#### SUPPORT OBLIGOR (pays support):

Name (First, MI, Last): \_\_\_\_\_

Social Security Number: xxx-xx-\_\_\_\_\_ (fill in last four digits)

Date of Birth: \_\_\_\_\_

#### SUPPORT OBLIGEE (receives support):

Name (First, MI, Last): \_\_\_\_\_

Social Security Number: xxx-xx-\_\_\_\_\_ (fill in last four digits)

Date of Birth: \_\_\_\_\_

#### A. Guideline Child Support Amount

The **guideline** child support obligation, as determined by the Child Support Worksheet, is \$\_\_\_\_\_ per child, per month for \_\_\_\_\_ (number) child(ren), for a total of \$\_\_\_\_\_ per month. (*Line 24 Sole/Shared Parenting Child Support Computation Worksheet or Line 25 Split Parenting Child Support Computation Worksheet*)

#### B. Overnight Parenting Time Adjustment

The child support obligor does not have Court ordered parenting time which is equal to or exceeds ninety (90) overnights.

The child support obligor has Court ordered parenting time which is equal to or exceeds ninety (90) overnights. The above computation reflects an automatic ten percent (10%) adjustment in the guideline child support obligation.

C. Overnight Parenting Time Deviation

Pursuant to R.C. 3119.231, there is extended Court ordered parenting time which:

exceeds ninety (90) overnights but is *not* more than 146 overnights (\_\_\_\_\_ overnights).

A deviation is *not* granted.

The annual obligation would be unjust and inappropriate and, therefore, not in the best interest of the minor child(ren). A deviation *is* granted for the following reasons:

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- OR -

is equal to or exceeds 147 overnights (\_\_\_\_\_ overnights).

A deviation is  granted  *not* granted for the following reasons:

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D. Other Deviation Factors *(if applicable)*

Pursuant to R.C. 3119.22, 3119.23 and/or 3119.24, the annual obligation would be unjust and inappropriate and, therefore, not in the best interest of the minor child(ren) for the following reason(s):

*(Check all that apply)*

Special and unusual needs of the child(ren), including needs arising from the physical or psychological condition of the child(ren)

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Other Court ordered payments

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Extended parenting time or extraordinary costs associated with parenting time, including extraordinary travel expenses when exchanging the child(ren) for parenting time

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Financial resources and the earning ability of the child(ren)

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Relative financial resources, including the disparity in income between parties or households, other assets, and the needs of each parent

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- Obligee's income, if the obligee's annual income is equal to or less than one hundred percent (100%) of the federal poverty level  


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- Benefits that either parent receives from remarriage or sharing living expenses with another person  


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- Amount of federal, state, and local taxes actually paid or estimated to be paid by a parent or both parents  


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- Significant in-kind contributions from a parent, including, but not limited to, direct payment for lessons, sports equipment, schooling, or clothing  


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- Extraordinary work-related expenses incurred by either parent  


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- Standard of living and circumstances of each parent and the standard of living the child(ren) would have enjoyed had the marriage continued or had the parents been married  


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- Educational opportunities that would have been available to the child(ren) had the circumstances requiring a child support order not arisen  


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- The responsibility of each parent for the support of others, including support of (a) child(ren) with disabilities who is/are not subject to the support order  


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- Post-secondary educational expenses paid for by a parent for the parent's own child(ren), regardless of whether the child(ren) is/are emancipated  


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- Costs incurred or reasonably anticipated to be incurred by the parents in compliance with Court ordered reunification efforts in child abuse, neglect, or dependency cases  


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- Extraordinary child care costs required for the child(ren) that exceed the maximum state-wide average cost estimate as described in R.C. 3119.05(P)(1)(d), including extraordinary costs associated with caring for (a) child(ren) with specialized physical, psychological, or educational needs
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- Any other relevant factor: *(specify)*
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- Extraordinary circumstances associated with shared parenting: *(Only if Shared Parenting is ordered - check all that apply)*
- Ability of each parent to maintain adequate housing for the child(ren)
  - Each parent's expenses, including child care expenses, school tuition, medical expenses, dental expenses, and other relevant expenses
  - Any other relevant circumstances: *(specify)*
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E. Monthly Child Support Obligation

The child support obligor (pays support) shall pay child support in the amount of \$\_\_\_\_\_ per child, per month for \_\_\_\_\_ (number) child(ren), for a total of \$\_\_\_\_\_ per month, plus two percent (2%) processing charge. *(If there is no child support deviation, Line 24 Sole/Shared Child Support Computation Worksheet, or Line 25 Split Parenting Child Support Computation Worksheet. If there is a deviation in child support, Line 26 Sole/Shared Child Support Computation Worksheet, or Line 27 Split Parenting Child Support Computation Worksheet.)*

F. Arrearage or Overpayment

- Child support arrearage or overpayment for the minor child(ren) payable either by administrative order, temporary or final order **shall** survive and continue as an enforceable obligation until paid in full.
- Child support arrearage or overpayment for the minor child(ren) payable either by administrative order, temporary or final order **shall not** survive and continue as an enforceable obligation until paid in full, except those arrearages assigned to and due to the Department of Job and Family Services.

G. Method to Secure Support Payment(s)

All support under this Order shall be withheld or deducted from the income or assets of the support obligor pursuant to a withholding or deduction notice or appropriate Order issued in accordance with R.C. Chapters 3119, 3121, 3123, and 3125 or a withdrawal directive issued pursuant to R.C. 3123.24 to 3123.38 and shall be forwarded to the obligee in accordance with R.C. Chapters 3119, 3121, 3123, and 3125.

The support obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency, in writing, of any change in employment (including self-employment), receipt of additional income/monies or termination of benefits. The support obligor shall include a description of the nature of the employment and the name, business address and telephone number of any employer.

The specific withholding or deduction requirements to be used to collect the support shall be set forth and determined by reference to the notices that are sent out by the Child Support Enforcement Agency in accordance with R.C. 3121.03 and shall be determined without the need for any amendment to the support order. Those notices, plus the notices provided by the Child Support Enforcement Agency that require the child support obligor to notify the Child Support Enforcement Agency of any change in his/her employment status or of any other change in the status of his/her assets, are final and enforceable by the court. Each

withholding notice shall be for the current child support, current cash medical support, any arrearage payment, and processing charges.

**All support shall be paid through Ohio Child Support Payment Central (OCSPC), P.O. Box 182372, Columbus, Ohio 43218-2372.** Checks or money orders shall be made payable to "OCSPC". All payments shall include the following: Obligor's name, Social Security Number, SETS case number and Domestic Relations Court case number. **If there is to be a withholding/deduction order, the support obligor shall make payments directly to OCSPC until the income source/financial institution begins withholding/deducting in the appropriate amount.**

Pursuant to R.C. 3121.45, any payment of money by the child support obligor to the child support obligee that is not made through Ohio Child Support Payment Central or the Child Support Enforcement Agency administering the support order shall not be considered a payment under the support order and, unless the payment is made to discharge an obligation other than support, shall be deemed a gift.

Payments shall be made in the manner ordered by the Court. If payments are to be made other than on a monthly basis, the required monthly administration by the \_\_\_\_\_ County Child Support Enforcement Agency does not affect the frequency or the amount of the support payments to be made under the order.

*(Check one of the following three boxes)*

The support obligor receives income from an income source.

A withholding or deduction notice shall issue to:

INCOME SOURCE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

- OR -

The support obligor has nonexempt funds on deposit in an account at a financial institution.

A withholding or deduction notice shall issue to:

FINANCIAL INSTITUTION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

If withholding from a financial account, the support obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency of the number and description of the account from which support shall be deducted, and the name, branch, business address and routing number of the financial institution if not set forth above.

The support obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency of any change in the status of an account from which support is being deducted or the opening of a new account with any financial institution.

- OR -

The support obligor has no attachable income source at this time.

The support obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency, in writing, if the support obligor begins to receive income from a payor. The notice shall include a description of the nature of any new employment, and the name, business address and telephone number of any new employer.

- The support obligor shall seek employment, if able to engage in employment. Obligor's employment search must include registration with Ohio Means Jobs at <https://jobseeker.ohiomeansjobs.monster.com>. Obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency, in writing, upon commencement or change of employment (including self-employment), receipt of additional income/monies, obtaining ownership of asset of value of \$500.00 or more, receipt or termination of benefits or the opening of an account at a financial institution. The support obligor shall include a description of the nature of the employment and the name, business address and telephone number of any employer. The support obligor shall immediately notify the \_\_\_\_\_ County Child Support Enforcement Agency of any change in the status of an account from which support is being deducted or the opening of a new account with any financial institution.

H. Duration and Termination of Support & Required Notices

The duty of child support and cash medical support for each child shall continue until further order of Court or until the above-named child reaches age eighteen (18) unless one of the following circumstances applies:

- The child is mentally or physically disabled and is incapable of supporting or maintaining himself, herself or themselves.
- The parents have agreed to continue child support beyond the date it would otherwise terminate.
- The child continuously attends a recognized and accredited high school on a full-time basis so long as the child has not, as yet, reached the age of nineteen (19) years old. Under this circumstance, child support will end at the time the child graduates or ceases to attend a recognized and accredited high school on a full-time basis or when the child reaches the age of nineteen (19), whichever occurs first.

The child support and cash medical support order will remain in effect during seasonal vacation periods until the order terminates.

- The parties have agreed that the child support and cash medical support obligation will extend beyond the time when it would otherwise end. The terms and conditions of that agreement are as follows:

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- The parties have (a) child(ren) who is/are mentally or physically disabled and incapable of supporting or maintaining himself, herself or themselves, and child support and cash medical support will extend beyond the time when it would otherwise end. The name of the child(ren) and the nature of the mental or physical disability(ies) is/are as follows:

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The residential parent and legal custodian of the child(ren) shall immediately notify, and the child support obligor may notify, the \_\_\_\_\_ County Child Support Enforcement Agency of any reason

for which the child support order should terminate, including, but not limited to, the child's death, marriage, emancipation (age 18 or high school completion/termination), enlistment in the Armed Services, deportation, or change of legal custody. A willful failure to notify the \_\_\_\_\_ County Child Support Enforcement Agency may be contempt of Court.

**EACH PARTY TO THIS SUPPORT ORDER MUST NOTIFY THE CHILD SUPPORT ENFORCEMENT AGENCY IN WRITING OF HIS OR HER CURRENT MAILING ADDRESS, CURRENT RESIDENCE ADDRESS, CURRENT RESIDENCE TELEPHONE NUMBER, CURRENT DRIVER'S LICENSE NUMBER, AND OF ANY CHANGES IN THAT INFORMATION. EACH PARTY MUST NOTIFY THE AGENCY OF ALL CHANGES UNTIL FURTHER NOTICE FROM THE COURT OR AGENCY, WHICHEVER ISSUED THE SUPPORT ORDER.**

**IF YOU ARE THE OBLIGOR UNDER A CHILD SUPPORT ORDER AND YOU FAIL TO MAKE THE REQUIRED NOTIFICATIONS, YOU MAY BE FINED UP TO \$50 FOR A FIRST OFFENSE, \$100 FOR A SECOND OFFENSE, AND \$500 FOR EACH SUBSEQUENT OFFENSE. IF YOU ARE AN OBLIGOR OR OBLIGEE UNDER ANY SUPPORT ORDER ISSUED BY A COURT AND YOU WILLFULLY FAIL TO GIVE THE REQUIRED NOTICES, YOU MAY BE FOUND IN CONTEMPT OF COURT AND BE SUBJECTED TO FINES UP TO \$1,000 AND IMPRISONMENT FOR NOT MORE THAN 90 DAYS.**

**IF YOU ARE AN OBLIGOR OR OBLIGEE AND YOU FAIL TO GIVE THE REQUIRED NOTICES TO THE CHILD SUPPORT ENFORCEMENT AGENCY, YOU MAY NOT RECEIVE NOTICE OF THE CHANGES AND REQUESTS TO CHANGE THE CHILD SUPPORT AMOUNT, HEALTH CARE PROVISIONS, OR TERMINATION OF THE CHILD SUPPORT ORDER. IF YOU ARE AN OBLIGOR AND YOU FAIL TO GIVE THE REQUIRED NOTICES, YOU MAY NOT RECEIVE NOTICE OF THE FOLLOWING ENFORCEMENT ACTIONS AGAINST YOU: IMPOSITION OF LIENS AGAINST YOUR PROPERTY; LOSS OF YOUR PROFESSIONAL OR OCCUPATIONAL LICENSE, DRIVER'S LICENSE, OR RECREATIONAL LICENSE; WITHHOLDING FROM YOUR INCOME; ACCESS RESTRICTION AND DEDUCTION FROM YOUR ACCOUNTS IN FINANCIAL INSTITUTIONS; AND ANY OTHER ACTION PERMITTED BY LAW TO OBTAIN MONEY FROM YOU TO SATISFY YOUR SUPPORT OBLIGATION.**

**FOURTH: HEALTH INSURANCE COVERAGE**

A.  Private Health Insurance Coverage IS NOT available for the minor child(ren).

Neither parent has accessible private health insurance coverage available at a reasonable cost to cover the minor child(ren) at the time of the issuance of this order.

The child support obligee shall obtain health care coverage (private health insurance coverage or public health care plan) for the child(ren) not later than thirty (30) days after it becomes available at a reasonable cost, and shall inform the \_\_\_\_\_ County Child Support Enforcement Agency (CSEA) when health care coverage for the child(ren) has been obtained.

If private health insurance coverage becomes available to the child support obligor at a reasonable cost, the child support obligor shall inform the \_\_\_\_\_ County Child Support Enforcement Agency (CSEA) and may seek a modification of health care coverage from the Court with respect to a Court child support order, or from the agency with respect to an administrative support order.

B.  Private Health Insurance Coverage IS available for the minor child(ren).

- Plaintiff/Petitioner 1 has private health insurance coverage for the minor child(ren);
- Defendant/Petitioner 2 has private health insurance coverage for the minor child(ren); or
- Both parents have private health insurance coverage available for the minor child(ren).

1. Accessibility of Private Health Insurance Coverage.

The available private health insurance coverage for the minor child(ren) is accessible because:

*(Check one of the following three boxes)*

- Primary care services are within thirty (30) miles of the child(ren)'s residence.
- The Court permits primary care services farther than thirty (30) miles of the child(ren)'s residence because residents in the geographic area customarily travel farther distances.
- Primary care services are accessible by public transportation because public transportation is the child support obligee's only source of transportation.

2. Reasonableness of Cost of Private Health Insurance Coverage.

Pursuant to R.C. 3119.29(F), for purposes of determining reasonable cost, the total cost of private health insurance coverage to the person required to provide private health insurance coverage for the child(ren) subject to the child support order does not exceed an amount equal to five percent of the annual income of that person.

*(Check one of the following two sections)*

- The total cost of private health insurance coverage available to  Plaintiff/Petitioner 1 and/or  Defendant/Petitioner 2 **does not exceed** that parent's Health Insurance Maximum. *(Line 8 Child Support Computation Worksheet)*

– OR –

- The total cost of private health insurance coverage available to  Plaintiff/Petitioner 1 and/or  Defendant/Petitioner 2 **exceeds** that parent's Health Insurance Maximum *(Line 8 Child Support Computation Worksheet)*;

*(Check one of the three sections below)*

- Both parents agree that  Plaintiff/Petitioner 1  Defendant/Petitioner 2 or  Both parents shall obtain or maintain private health insurance coverage, the cost of which exceeds the Health Insurance Maximum for that parent.

– OR –

- Plaintiff/Petitioner 1  Defendant/Petitioner 2 has requested to obtain or maintain private health insurance coverage, the cost of which exceeds the Health Insurance Maximum for that parent.

– OR –

- It is in the best interest of the child(ren) for  Plaintiff/Petitioner 1  Defendant/Petitioner 2 to obtain or maintain private health insurance coverage for the child(ren) even though the total cost of private health insurance coverage exceeds that parent's Health Insurance Maximum. The cost of private health insurance coverage will not impose an undue financial burden because:

3. Person Required to Provide Private Health Insurance Coverage.

- Plaintiff/Petitioner 1  Defendant/Petitioner 2  Both parents shall provide private health insurance coverage for the child(ren) until further order of Court for the following reasons:

*(Check one of the following six boxes)*

- The child support obligee is rebuttably presumed to be the appropriate parent to provide private health insurance coverage for the child(ren).
- The child support obligor already has private health insurance coverage for the child(ren) that is reasonable in cost.
- The child support obligor already has private health insurance coverage in place for the child(ren) that is not reasonable in cost, but the child support obligor wishes to be named the private health insurance obligor and provide coverage.
- The child support obligor can obtain private health insurance coverage for the child(ren) that is reasonable in cost through an employer or other source.
- The child support obligee is a non-parent individual or agency that has no duty to provide medical support.
- Both parents wish to provide and already have private health insurance coverage in place or have private health insurance coverage available for the child(ren).

If both parents are providing private health insurance coverage for the minor child(ren),  Plaintiff's/Petitioner 1's  Defendant's/Petitioner 2's private health insurance coverage plan shall be considered the primary private health insurance coverage plan for the child(ren).

Should private health insurance coverage be cancelled for any reason, the parent ordered to maintain private health insurance coverage shall immediately notify the other parent of the cancellation.

C. Health Care Coverage Requirements

Within thirty (30) days after the issuance of this support order, the person required to provide health care coverage for the child(ren) must provide to the other parent or to the child support obligee information regarding the benefits, limitations, and exclusions of the coverage, copies of any forms necessary to receive reimbursement, payment or other benefits under the coverage, and a copy of any necessary proof of coverage.

Within thirty (30) days after the issuance of this order, the person required to provide health care coverage for the child(ren) shall provide to the Child Support Enforcement Agency documentation that verifies health care coverage is being provided as ordered.

The individual who is designated to be reimbursed for health care expenses for the child(ren) is:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

The person required to provide health care coverage for the child(ren) shall designate the child(ren) as covered dependent(s) under any health care coverage policy, contract, or plan.

Pursuant to R.C. 3119.32(E), the employer of the person required to provide health care coverage for the child(ren) is required to release to the other parent, any person subject to an order issued under R.C. 3109.19, or the Child Support Enforcement Agency, on written request, any necessary information on the health care coverage, including the name and address of the health plan administrator and any policy, contract, or plan number, and to otherwise comply with R.C. 3119.32 and any order or notice issued under R.C. 3119.32.

Pursuant to R.C. 3119.32(G), if the person required to obtain health care coverage for the child(ren) subject to this child support order obtains new employment, the agency shall comply with the requirements of R.C. 3119.34, which may result in the issuance of a notice requiring the new employer to take whatever action is necessary to enroll the children in private health care insurance coverage provided by the new employer, when insurance is not being provided by any other source.

**FIFTH: CASH MEDICAL SUPPORT & CHILDREN'S HEALTH CARE EXPENSES**

**A. Liability for child(ren)'s Health Care Expenses**

Pursuant to R.C. 3119.30(A), both parents are liable for the health care expenses of the child(ren) who is/are not covered by private health insurance coverage.

Cash medical support is an amount paid in a child support order toward the ordinary health care expenses incurred during a calendar year. Ordinary health care expenses include copayments and deductibles, and uninsured health-related costs.

Extraordinary health care expenses are any uninsured health care expenses incurred for a child during a calendar year that exceed the total cash medical support amount owed by the parents during that year.

Each party shall have access to all health care records of the child(ren) as provided by law, or as otherwise limited in this document.

The term "health care expense" or "health care records" shall include, but not be limited to, medical, dental, orthodontic, optical, pharmaceutical, surgical, hospital, major medical, psychological, psychiatric, outpatient, doctor, therapy, counseling, prosthetic, and/or all other expenses/records including preventative health expenses/records related to the treatment of the human body and mind.

The parent who receives a health care bill, and/or an Explanation of Benefits (EOB), or who incurs a health care expense, shall provide the other parent the original or a copy of the bill, and/or EOB, if available, within (thirty) 30 days of the date on the bill or EOB, or a receipt, absent extraordinary circumstances. The other parent shall reimburse the parent incurring the expenses or pay directly to the health care provider, that parent's percentage share of the bill as shown in Section D below.

**B. Guideline Cash Medical Support Obligation**

The parents' combined **annual** cash medical support obligation, as determined by the applicable worksheet, is \$ \_\_\_\_\_. (*Line 23a Child Support Computation Worksheet*)

The Obligor's (pays support) guideline **annual** cash medical support obligation is \$ \_\_\_\_\_. (*Line 23b Child Support Computation Worksheet*)

The Obligee's (receives support) guideline **annual** cash medical support obligation is \$ \_\_\_\_\_. (*Line 23b Child Support Computation Worksheet*) The Obligee's cash medical support obligation is not subject to collection by the Child Support Enforcement Agency.

C. Deviation in Cash Medical Support (if applicable)

Pursuant to R.C. 3119.22, 3119.23 and/or 3119.24, the annual guideline cash medical support obligation would be unjust and inappropriate and, therefore, not in the best interest of the minor child(ren) for the following reason(s):

The same reasons referenced in this document regarding the child support deviation.

– OR –

D. Cash Medical Support Obligation and Division of Child(ren)'s Health Care Expenses

*(Check one of the following two boxes)*

The cash medical support obligation is not deviated.

Obligor shall pay cash medical support in the amount of \$\_\_\_\_\_ per child, per month, for \_\_\_\_\_ (number) child(ren) for a total of \$\_\_\_\_\_, per month, plus two percent (2%) processing charge through the Child Support Enforcement Agency. *(Line 27 Sole/Shared Parenting Child Support Computation Worksheet, or Line 29 Split Parenting Child Support Computation Worksheet)*

Plaintiff/Petitioner 1 shall pay \_\_\_\_\_% and Defendant/Petitioner 2 shall pay \_\_\_\_\_% of the health care expenses incurred for a child during a calendar year that exceeds \$\_\_\_\_\_, the parents' total combined annual cash medical support obligation, as determined by the applicable worksheet. *(Line 23a Child Support Computation Worksheet)*

– OR –

The cash medical support obligation is deviated.

Obligor shall pay cash medical support in the amount of \$\_\_\_\_\_ per child, per month, for \_\_\_\_\_ (number) child(ren) for a total of \$\_\_\_\_\_, per month, plus two percent (2%) processing charge through the Child Support Enforcement Agency. *(Line 29 Sole/Shared Parenting Child Support Computation Worksheet, or Line 31 Split Parenting Child Support Computation Worksheet)*

Obligee's cash medical support obligation is deviated to \$\_\_\_\_\_ per month. *(Line 29, Sole/Shared Parenting Child Support Computation Worksheet or Line 31 Split Parenting Child Support Computation Worksheet)* Obligee's cash medical support obligation is not subject to collection by the Child Support Enforcement Agency.

Plaintiff/Petitioner 1 shall pay \_\_\_\_\_% and the Defendant/Petitioner 2 shall pay \_\_\_\_\_% of the health care expenses incurred for a child during a calendar year that exceeds \$\_\_\_\_\_, the parents' total combined annual deviated cash medical support obligation, as determined by the applicable worksheet. *(Line 29 amounts added together and multiplied by twelve Sole/Shared Child Support Computation Worksheet, Line 31 amounts added together and multiplied by twelve Split Parenting Child Support Computation Worksheet)*

**SIXTH: TAX EXEMPTIONS**

A.  Plaintiff/Petitioner 1 shall be entitled to claim the following minor child(ren) for all tax purposes for  even-numbered tax years  odd-numbered tax years  all eligible tax years, so long as Plaintiff/Petitioner 1 is substantially current in any child support Plaintiff/Petitioner 1 is required to pay as of December 31 of the tax year in question: \_\_\_\_\_

Defendant/Petitioner 2 shall be entitled to claim the following minor child(ren) for all tax purposes for  even-numbered tax years  odd-numbered tax years  all eligible tax years, so long as Defendant/Petitioner 2 is substantially current in any child support Defendant/Petitioner 2 is required to pay as of December 31 of the tax year in question: \_\_\_\_\_

B.  Other orders regarding tax exemptions: (*specify*)  
\_\_\_\_\_  
\_\_\_\_\_

If a non-residential parent is entitled to claim the child(ren), the residential parent is required to execute and deliver Internal Revenue Service Form 8332, or its successor, together with any other required forms as set out in section 152 of the Internal Revenue Code, as amended, on or before February 15<sup>th</sup> of the year following the tax year in question, to allow the non-residential parent to claim the minor child(ren).

**SEVENTH: MODIFICATION**

This Parenting Plan may be modified by agreement of the parties or by the Court.

**EIGHTH: OTHER**

Upon approval by the Court, this Parenting Plan shall be incorporated in the Judgment Entry.

\_\_\_\_\_  
Plaintiff/Petitioner 1 Signature

\_\_\_\_\_  
Defendant/Petitioner 2 Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Plaintiff/Petitioner 1 Attorney Signature

\_\_\_\_\_  
Defendant/Petitioner 2 Attorney Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Supreme Court Reg No.

\_\_\_\_\_  
Supreme Court Reg No.

**IN THE COURT OF COMMON PLEAS**  
 \_\_\_\_\_ **DIVISION**  
 \_\_\_\_\_ **COUNTY, OHIO**

\_\_\_\_\_  
 Plaintiff/Petitioner 1

vs./and

\_\_\_\_\_  
 Defendant/Petitioner 2

Case No. \_\_\_\_\_

Judge \_\_\_\_\_

Magistrate \_\_\_\_\_

**Instructions:** Check local court rules to determine when this form must be filed. This affidavit is used to make complete disclosure of income, expenses, and money owed. It is used to determine child and spousal support. Do not leave any category blank. For each item, if none, put "NONE." If you do not know exact figures for any item, give your best estimate, and put "EST." **If you need more space, add additional pages.**

**AFFIDAVIT OF BASIC INFORMATION, INCOME, AND EXPENSES**

Affidavit of \_\_\_\_\_  
 (Print Name)

Date of marriage \_\_\_\_\_ Date of separation \_\_\_\_\_

**SECTION I – BASIC INFORMATION**

Plaintiff/Petitioner 1

Defendant/Petitioner 2

|  |  |
|--|--|
| Date of Birth _____  | Date of Birth _____  |
| Last 4 Digits of Social Security # XXX-XX-_____  | Last 4 Digits of Social Security # XXX-XX-_____  |
| Phone Number _____   | Phone Number _____   |
| Email Address _____  | Email Address _____  |
| Is an interpreter needed? <input type="checkbox"/> Yes or <input type="checkbox"/> No<br>If yes, explain: _____                                      | Is an interpreter needed? <input type="checkbox"/> Yes or <input type="checkbox"/> No<br>If yes, explain: _____                                      |
| Health:<br><input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor<br>If health is not good, please explain: _____ | Health:<br><input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor<br>If health is not good, please explain: _____ |

|   |   |
|---|---|
| Education: ( <i>Check highest level achieved</i> )<br><input type="checkbox"/> Grade School <input type="checkbox"/> High School<br><input type="checkbox"/> Associate <input type="checkbox"/> Bachelor's <input type="checkbox"/> Post Graduate | Education: ( <i>Check highest level achieved</i> )<br><input type="checkbox"/> Grade School <input type="checkbox"/> High School<br><input type="checkbox"/> Associate <input type="checkbox"/> Bachelor's <input type="checkbox"/> Post Graduate |
| Other Technical Certifications:<br><br>Active Member of the U.S. Military<br><input type="checkbox"/> Yes <input type="checkbox"/> No   | Other Technical Certifications:<br><br>Active Member of the U.S. Military<br><input type="checkbox"/> Yes <input type="checkbox"/> No   |

**SECTION II – INCOME**

|                              | <u>Plaintiff/Petitioner 1</u>   | <u>Defendant/Petitioner 2</u>   |
|------------------------------|---|---|
| Employed                     | <input type="checkbox"/> Yes <input type="checkbox"/> No  | <input type="checkbox"/> Yes <input type="checkbox"/> No  |
| Date of Employment           | _____   | _____   |
| Name of Employer             | _____   | _____   |
| Payroll Address              | _____   | _____   |
| Payroll City, State, Zip     | _____   | _____   |
| Scheduled Paychecks Per Year | <input type="checkbox"/> 12 <input type="checkbox"/> 24 <input type="checkbox"/> 26 <input type="checkbox"/> 52 | <input type="checkbox"/> 12 <input type="checkbox"/> 24 <input type="checkbox"/> 26 <input type="checkbox"/> 52 |

**A. YEARLY INCOME, OVERTIME, COMMISSIONS, AND BONUSES FOR PAST THREE YEARS**

|  | <u>Plaintiff/Petitioner 1</u> | Year               | <u>Defendant/Petitioner 2</u> |
|--|-------------------------------|--------------------|-------------------------------|
| Base yearly income                                 | \$ _____                      | 3 years ago — 20__ | \$ _____                      |
|  | \$ _____                      | 2 years ago — 20__ | \$ _____                      |
|  | \$ _____                      | Last year — 20__   | \$ _____                      |
| Yearly overtime,<br>commissions,<br>and/or bonuses | \$ _____                      | 3 years ago — 20__ | \$ _____                      |
|  | \$ _____                      | 2 years ago — 20__ | \$ _____                      |
|  | \$ _____                      | Last year — 20__   | \$ _____                      |

**B. COMPUTATION OF CURRENT INCOME**

|  | <u>Plaintiff/Petitioner 1</u> | <u>Defendant/Petitioner 2</u> |
|--|-------------------------------|-------------------------------|
| Base Yearly Income   | \$ _____                      | \$ _____                      |
| Average yearly overtime,<br>commissions, and/or bonuses<br>over last 3 years (from part A) | \$ _____                      | \$ _____                      |

|  | Plaintiff/Petitioner 1 | Defendant/Petitioner 2 |
|--|------------------------|------------------------|
| Unemployment Compensation  | \$ _____               | \$ _____               |
| Disability Benefits  |                        |                        |
| Workers' Compensation  | \$ _____               | \$ _____               |
| Social Security  | \$ _____               | \$ _____               |
| Other: _____   | \$ _____               | \$ _____               |
| Retirement Benefits  |                        |                        |
| Social Security  | \$ _____               | \$ _____               |
| Other: _____   | \$ _____               | \$ _____               |
| Spousal Support Received   | \$ _____               | \$ _____               |
| Interest and dividend income<br>( <i>source</i> ) _____  | \$ _____               | \$ _____               |
| Other income ( <i>type and source</i> )<br>_____   | \$ _____               | \$ _____               |
| <b>TOTAL YEARLY INCOME</b>   | \$ _____               | \$ _____               |
| Supplemental Security Income<br>(SSI) and/or public assistance   | \$ _____               | \$ _____               |
| Social Security or Veteran's<br>benefits received for child(ren)   |                        |                        |
| <input type="checkbox"/> Based on parent's disability  |                        |                        |
| <input type="checkbox"/> Based on child's disability   | \$ _____               | \$ _____               |
| Child support you receive from<br>a child support enforcement<br>agency or court order for minor<br>and/or dependent child(ren) not<br>of the marriage or relationship | \$ _____               | \$ _____               |

**SECTION III – CHILDREN AND HOUSEHOLD RESIDENTS**

Minor and/or dependent child(ren) who is/are adopted or born from this marriage or relationship:

| Name  | Date of birth | Living with |
|-------|---------------|-------------|
| _____ | _____         | _____       |
| _____ | _____         | _____       |
| _____ | _____         | _____       |
| _____ | _____         | _____       |

In addition to the above child(ren):

Plaintiff/Petitioner 1 has \_\_\_\_\_ other minor biological or adopted child(ren).

Defendant/Petitioner 2 has \_\_\_\_\_ other minor biological or adopted child(ren).

There is/are \_\_\_\_\_ adult(s) in your household.

**SECTION IV – EXPENSES**

List monthly expenses below for your present household.

**A. MONTHLY HOUSING EXPENSES**

|   |                                |
|---|--------------------------------|
| Rent or first mortgage (including taxes and insurance)  | \$ _____                       |
| Second mortgage/equity line of credit                   | \$ _____                       |
| Real estate taxes (if not included above)               | \$ _____                       |
| Renter or homeowner’s insurance (if not included above) | \$ _____                       |
| Homeowner or condominium association fee                | \$ _____                       |
| Utilities   |                                |
| ◦ Electric  | \$ _____                       |
| ◦ Gas, fuel oil, propane                                | \$ _____                       |
| ◦ Water and sewer                                       | \$ _____                       |
| ◦ Telephone and/or cell phone                           | \$ _____                       |
| ◦ Trash collection                                      | \$ _____                       |
| ◦ Cable/satellite television                            | \$ _____                       |
| ◦ Internet service                                      | \$ _____                       |
| Cleaning  | \$ _____                       |
| Lawn service and/or snow removal                        | \$ _____                       |
| Other: _____  | \$ _____                       |
| _____   | \$ _____                       |
|   | <b>TOTAL MONTHLY: \$ _____</b> |

**B. OTHER MONTHLY LIVING EXPENSES**

|   |          |
|---|----------|
| Food  |          |
| ◦ Groceries (including food, paper, cleaning products, toiletries, and other) | \$ _____ |
| ◦ Restaurant  | \$ _____ |
| Transportation  |          |
| ◦ Vehicle loan, lease   | \$ _____ |
| ◦ Vehicle maintenance   | \$ _____ |
| ◦ Gasoline  | \$ _____ |

|                                     |                 |
|-------------------------------------|-----------------|
| ◦ Parking, public transportation    | \$ _____        |
| Clothing                            |                 |
| ◦ Clothes (other than child(ren)'s) | \$ _____        |
| ◦ Dry cleaning and laundry          | \$ _____        |
| Personal grooming                   |                 |
| ◦ Hair and nail care                | \$ _____        |
| ◦ Other: _____                      | \$ _____        |
| Other: _____                        | \$ _____        |
| <b>TOTAL MONTHLY:</b>               | <b>\$ _____</b> |

**C. MONTHLY MINOR CHILD-RELATED EXPENSES**  
(for child(ren) of the marriage or relationship)

|  |                 |
|--|-----------------|
| Work and/or education-related child care                               | \$ _____        |
| Other child care   | \$ _____        |
| Extraordinary parenting time travel cost                               | \$ _____        |
| School tuition   | \$ _____        |
| School lunches   | \$ _____        |
| School supplies  | \$ _____        |
| Extracurricular activities and lessons                                 | \$ _____        |
| Clothing   | \$ _____        |
| Child(ren)'s allowances  | \$ _____        |
| Special and extraordinary needs of child(ren) (not included elsewhere) | \$ _____        |
| Other: _____   | \$ _____        |
| <b>TOTAL MONTHLY:</b>  | <b>\$ _____</b> |

**D. MONTHLY INSURANCE PREMIUMS**

|                       |                 |
|-----------------------|-----------------|
| Life                  | \$ _____        |
| Auto                  | \$ _____        |
| Health                | \$ _____        |
| Disability            | \$ _____        |
| Other: _____          | \$ _____        |
| <b>TOTAL MONTHLY:</b> | <b>\$ _____</b> |

**E. MONTHLY WORK AND EDUCATION EXPENSES FOR SELF**

|  |                 |
|--|-----------------|
| Mandatory work expenses (union dues, uniforms, or other) | \$ _____        |
| Additional income taxes paid (not deducted from wages)   | \$ _____        |
| Tuition  | \$ _____        |
| Books, fees, and other                                   | \$ _____        |
| College loan   | \$ _____        |
| Other: _____   | \$ _____        |
| _____  | \$ _____        |
| <b>TOTAL MONTHLY:</b>                                    | <b>\$ _____</b> |

**F. MONTHLY HEALTH CARE EXPENSES**  
(not covered by insurance)

|                            |                 |
|----------------------------|-----------------|
| Physicians                 | \$ _____        |
| Dentists and orthodontists | \$ _____        |
| Optometrists and opticians | \$ _____        |
| Prescriptions              | \$ _____        |
| Other: _____               | \$ _____        |
| <b>TOTAL MONTHLY:</b>      | <b>\$ _____</b> |

**G. MISCELLANEOUS MONTHLY EXPENSES**

|  |          |
|--|----------|
| Extraordinary obligations for other minor/handicapped child(ren) [for child(ren) who were not born of this marriage or relationship and were not adopted by these parties] | \$ _____ |
| Child support for child(ren) who were not born of this marriage or relationship and were not adopted by these parties  | \$ _____ |
| Expenses paid for adult child(ren) or other dependent(s)   | \$ _____ |
| Spousal support paid to former spouse(s)   | \$ _____ |
| Subscriptions and books  | \$ _____ |
| Charitable contributions   | \$ _____ |
| Memberships (associations and clubs)   | \$ _____ |
| Travel and vacations   | \$ _____ |
| Pets   | \$ _____ |
| Gifts  | \$ _____ |
| Attorney fees  | \$ _____ |





IN THE COURT OF COMMON PLEAS

DIVISION  
COUNTY, OHIO

Plaintiff/Petitioner 1

vs./and

Defendant/Petitioner 2

Case No. \_\_\_\_\_

Judge \_\_\_\_\_

Magistrate \_\_\_\_\_

**Instructions:** Check local court rules to determine when this form must be filed. This affidavit is used to make complete disclosure of income, expenses, and money owed. It is used to determine child and spousal support. Do not leave any category blank. For each item, if none, put "NONE." If you do not know exact figures for any item, give your best estimate, and put "EST." **If you need more space, add additional pages.**

AFFIDAVIT OF BASIC INFORMATION, INCOME, AND EXPENSES

Affidavit of \_\_\_\_\_  
(Print Name)

Date of marriage \_\_\_\_\_ Date of separation \_\_\_\_\_

SECTION I – BASIC INFORMATION

Plaintiff/Petitioner 1

Defendant/Petitioner 2

|  |  |
|--|--|
| Date of Birth _____  | Date of Birth _____  |
| Last 4 Digits of Social Security # XXX-XX-____   | Last 4 Digits of Social Security # XXX-XX-____   |
| Phone Number _____   | Phone Number _____   |
| Email Address _____  | Email Address _____  |
| Is an interpreter needed? <input type="checkbox"/> Yes or <input type="checkbox"/> No<br>If yes, explain: _____                                | Is an interpreter needed? <input type="checkbox"/> Yes or <input type="checkbox"/> No<br>If yes, explain: _____                                |
| Health:<br><input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor<br>If health is not good, please explain: | Health:<br><input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor<br>If health is not good, please explain: |

|   |   |
|---|---|
| Education: ( <i>Check highest level achieved</i> )<br><input type="checkbox"/> Grade School <input type="checkbox"/> High School<br><input type="checkbox"/> Associate <input type="checkbox"/> Bachelor's <input type="checkbox"/> Post Graduate | Education: ( <i>Check highest level achieved</i> )<br><input type="checkbox"/> Grade School <input type="checkbox"/> High School<br><input type="checkbox"/> Associate <input type="checkbox"/> Bachelor's <input type="checkbox"/> Post Graduate |
| Other Technical Certifications:<br><br>Active Member of the U.S. Military<br><input type="checkbox"/> Yes <input type="checkbox"/> No   | Other Technical Certifications:<br><br>Active Member of the U.S. Military<br><input type="checkbox"/> Yes <input type="checkbox"/> No   |

**SECTION II – INCOME**

|                              | <u>Plaintiff/Petitioner 1</u>   | <u>Defendant/Petitioner 2</u>   |
|------------------------------|---|---|
| Employed                     | <input type="checkbox"/> Yes <input type="checkbox"/> No  | <input type="checkbox"/> Yes <input type="checkbox"/> No  |
| Date of Employment           | _____   | _____   |
| Name of Employer             | _____   | _____   |
| Payroll Address              | _____   | _____   |
| Payroll City, State, Zip     | _____   | _____   |
| Scheduled Paychecks Per Year | <input type="checkbox"/> 12 <input type="checkbox"/> 24 <input type="checkbox"/> 26 <input type="checkbox"/> 52 | <input type="checkbox"/> 12 <input type="checkbox"/> 24 <input type="checkbox"/> 26 <input type="checkbox"/> 52 |

**A. YEARLY INCOME, OVERTIME, COMMISSIONS, AND BONUSES FOR PAST THREE YEARS**

|  | <u>Plaintiff/Petitioner 1</u> | Year               | <u>Defendant/Petitioner 2</u> |
|--|-------------------------------|--------------------|-------------------------------|
| Base yearly income                           | \$ _____                      | 3 years ago — 20__ | \$ _____                      |
|  | \$ _____                      | 2 years ago — 20__ | \$ _____                      |
|  | \$ _____                      | Last year — 20__   | \$ _____                      |
| Yearly overtime, commissions, and/or bonuses | \$ _____                      | 3 years ago — 20__ | \$ _____                      |
|  | \$ _____                      | 2 years ago — 20__ | \$ _____                      |
|  | \$ _____                      | Last year — 20__   | \$ _____                      |

**B. COMPUTATION OF CURRENT INCOME**

|  | <u>Plaintiff/Petitioner 1</u> | <u>Defendant/Petitioner 2</u> |
|--|-------------------------------|-------------------------------|
| Base Yearly Income   | \$ _____                      | \$ _____                      |
| Average yearly overtime, commissions, and/or bonuses over last 3 years (from part A) | \$ _____                      | \$ _____                      |

|  | Plaintiff/Petitioner 1 | Defendant/Petitioner 2 |
|--|------------------------|------------------------|
| Unemployment Compensation  | \$ _____               | \$ _____               |
| Disability Benefits  |                        |                        |
| Workers' Compensation  | \$ _____               | \$ _____               |
| Social Security  | \$ _____               | \$ _____               |
| Other: _____   | \$ _____               | \$ _____               |
| Retirement Benefits  |                        |                        |
| Social Security  | \$ _____               | \$ _____               |
| Other: _____   | \$ _____               | \$ _____               |
| Spousal Support Received   | \$ _____               | \$ _____               |
| Interest and dividend income<br>( <i>source</i> ) _____  | \$ _____               | \$ _____               |
| Other income ( <i>type and source</i> )<br>_____   | \$ _____               | \$ _____               |
| <b>TOTAL YEARLY INCOME</b>   | \$ _____               | \$ _____               |
| Supplemental Security Income<br>(SSI) and/or public assistance   | \$ _____               | \$ _____               |
| Social Security or Veteran's<br>benefits received for child(ren)   |                        |                        |
| <input type="checkbox"/> Based on parent's disability  |                        |                        |
| <input type="checkbox"/> Based on child's disability   | \$ _____               | \$ _____               |
| Child support you receive from<br>a child support enforcement<br>agency or court order for minor<br>and/or dependent child(ren) not<br>of the marriage or relationship | \$ _____               | \$ _____               |

**SECTION III – CHILDREN AND HOUSEHOLD RESIDENTS**

Minor and/or dependent child(ren) who is/are adopted or born from this marriage or relationship:

| Name  | Date of birth | Living with |
|-------|---------------|-------------|
| _____ | _____         | _____       |
| _____ | _____         | _____       |
| _____ | _____         | _____       |
| _____ | _____         | _____       |

In addition to the above child(ren):

Plaintiff/Petitioner 1 has \_\_\_\_\_ other minor biological or adopted child(ren).

Defendant/Petitioner 2 has \_\_\_\_\_ other minor biological or adopted child(ren).

There is/are \_\_\_\_\_ adult(s) in your household.

**SECTION IV – EXPENSES**

List monthly expenses below for your present household.

**A. MONTHLY HOUSING EXPENSES**

|   |                 |
|---|-----------------|
| Rent or first mortgage (including taxes and insurance)  | \$ _____        |
| Second mortgage/equity line of credit                   | \$ _____        |
| Real estate taxes (if not included above)               | \$ _____        |
| Renter or homeowner's insurance (if not included above) | \$ _____        |
| Homeowner or condominium association fee                | \$ _____        |
| Utilities   |                 |
| ◦ Electric  | \$ _____        |
| ◦ Gas, fuel oil, propane                                | \$ _____        |
| ◦ Water and sewer                                       | \$ _____        |
| ◦ Telephone and/or cell phone                           | \$ _____        |
| ◦ Trash collection                                      | \$ _____        |
| ◦ Cable/satellite television                            | \$ _____        |
| ◦ Internet service                                      | \$ _____        |
| Cleaning  | \$ _____        |
| Lawn service and/or snow removal                        | \$ _____        |
| Other: _____  | \$ _____        |
| _____   | \$ _____        |
| <b>TOTAL MONTHLY:</b>                                   | <b>\$ _____</b> |

**B. OTHER MONTHLY LIVING EXPENSES**

|   |          |
|---|----------|
| Food  |          |
| ◦ Groceries (including food, paper, cleaning products, toiletries, and other) | \$ _____ |
| ◦ Restaurant  | \$ _____ |
| Transportation  |          |
| ◦ Vehicle loan, lease   | \$ _____ |
| ◦ Vehicle maintenance   | \$ _____ |
| ◦ Gasoline  | \$ _____ |

|                                     |                 |
|-------------------------------------|-----------------|
| ◦ Parking, public transportation    | \$ _____        |
| Clothing                            |                 |
| ◦ Clothes (other than child(ren)'s) | \$ _____        |
| ◦ Dry cleaning and laundry          | \$ _____        |
| Personal grooming                   |                 |
| ◦ Hair and nail care                | \$ _____        |
| ◦ Other: _____                      | \$ _____        |
| Other: _____                        | \$ _____        |
| <b>TOTAL MONTHLY:</b>               | <b>\$ _____</b> |

**C. MONTHLY MINOR CHILD-RELATED EXPENSES**  
(for child(ren) of the marriage or relationship)

|  |                 |
|--|-----------------|
| Work and/or education-related child care                               | \$ _____        |
| Other child care   | \$ _____        |
| Extraordinary parenting time travel cost                               | \$ _____        |
| School tuition   | \$ _____        |
| School lunches   | \$ _____        |
| School supplies  | \$ _____        |
| Extracurricular activities and lessons                                 | \$ _____        |
| Clothing   | \$ _____        |
| Child(ren)'s allowances  | \$ _____        |
| Special and extraordinary needs of child(ren) (not included elsewhere) | \$ _____        |
| Other: _____   | \$ _____        |
| <b>TOTAL MONTHLY:</b>  | <b>\$ _____</b> |

**D. MONTHLY INSURANCE PREMIUMS**

|                       |                 |
|-----------------------|-----------------|
| Life                  | \$ _____        |
| Auto                  | \$ _____        |
| Health                | \$ _____        |
| Disability            | \$ _____        |
| Other: _____          | \$ _____        |
| <b>TOTAL MONTHLY:</b> | <b>\$ _____</b> |

**E. MONTHLY WORK AND EDUCATION EXPENSES FOR SELF**

|  |                 |
|--|-----------------|
| Mandatory work expenses (union dues, uniforms, or other) | \$ _____        |
| Additional income taxes paid (not deducted from wages)   | \$ _____        |
| Tuition  | \$ _____        |
| Books, fees, and other                                   | \$ _____        |
| College loan   | \$ _____        |
| Other: _____   | \$ _____        |
| _____  | \$ _____        |
| <b>TOTAL MONTHLY:</b>                                    | <b>\$ _____</b> |

**F. MONTHLY HEALTH CARE EXPENSES**  
(not covered by insurance)

|                            |                 |
|----------------------------|-----------------|
| Physicians                 | \$ _____        |
| Dentists and orthodontists | \$ _____        |
| Optometrists and opticians | \$ _____        |
| Prescriptions              | \$ _____        |
| Other: _____               | \$ _____        |
| <b>TOTAL MONTHLY:</b>      | <b>\$ _____</b> |

**G. MISCELLANEOUS MONTHLY EXPENSES**

|  |          |
|--|----------|
| Extraordinary obligations for other minor/handicapped child(ren) [for child(ren) who were not born of this marriage or relationship and were not adopted by these parties] | \$ _____ |
| Child support for child(ren) who were not born of this marriage or relationship and were not adopted by these parties  | \$ _____ |
| Expenses paid for adult child(ren) or other dependent(s)   | \$ _____ |
| Spousal support paid to former spouse(s)   | \$ _____ |
| Subscriptions and books  | \$ _____ |
| Charitable contributions   | \$ _____ |
| Memberships (associations and clubs)   | \$ _____ |
| Travel and vacations   | \$ _____ |
| Pets   | \$ _____ |
| Gifts  | \$ _____ |
| Attorney fees  | \$ _____ |





IN THE COURT OF COMMON PLEAS

DIVISION  
COUNTY, OHIO

Plaintiff/Petitioner 1

vs./and

Defendant/Petitioner 2

Case No. \_\_\_\_\_

Judge \_\_\_\_\_

Magistrate \_\_\_\_\_

**Instructions:** Check local court rules to determine when this form must be filed. List ALL OF YOUR PROPERTY AND DEBTS, THE PROPERTY AND DEBTS OF YOUR SPOUSE, AND ANY JOINT PROPERTY OR DEBTS. You must provide the most recent value for each asset and balance owed for each debt. Do not leave any category blank. For each item, if none, put "NONE." If you do not know exact figures for any item, give your best estimate, and put "EST." **If more space is needed, add additional pages.**

AFFIDAVIT OF PROPERTY AND DEBT

Affidavit of \_\_\_\_\_  
(Print Name)

I. REAL ESTATE INTERESTS

|    | <u>Address</u> | <u>Present Fair Market Value</u> | <u>Titled To</u> | <u>Mortgage Balance</u> | <u>Equity</u> |
|----|----------------|----------------------------------|------------------|-------------------------|---------------|
| 1. | _____          | \$ _____                         | _____            | \$ _____                | \$ _____      |
| 2. | _____          | \$ _____                         | _____            | \$ _____                | \$ _____      |

TOTAL SECTION I: REAL ESTATE INTERESTS: \$ \_\_\_\_\_

II. OTHER ASSETS

|    | <u>Category</u>  | <u>Description</u>  | <u>Titled To</u> | <u>Value</u> |
|----|--|---|------------------|--------------|
|    | <b>A. Vehicles and Other Certificate of Title Property</b> | (Include model and year of automobiles, trucks, motorcycles, boats, motors, motor homes, trailers, ATVs, snowmobiles, jet skis, etc.) |                  |              |
| 1. | _____  | _____   | _____            | \$ _____     |
| 2. | _____  | _____   | _____            | \$ _____     |

| <u>Category</u> | <u>Description</u> | <u>Titled To</u> | <u>Value</u> |
|-----------------|--------------------|------------------|--------------|
| 3.              | _____              | _____            | \$ _____     |
| 4.              | _____              | _____            | \$ _____     |
| 5.              | _____              | _____            | \$ _____     |
| 6.              | _____              | _____            | \$ _____     |

**B. Financial Accounts** (Include checking, savings, CDs, POD accounts, money market accounts, etc.)

|    |       |       |          |
|----|-------|-------|----------|
| 1. | _____ | _____ | \$ _____ |
| 2. | _____ | _____ | \$ _____ |
| 3. | _____ | _____ | \$ _____ |
| 4. | _____ | _____ | \$ _____ |

**C. Pensions & Retirement Plans** (Include profit-sharing, IRAs, 401(k) plans, etc. Describe each type of plan)

|    |       |       |          |
|----|-------|-------|----------|
| 1. | _____ | _____ | \$ _____ |
| 2. | _____ | _____ | \$ _____ |
| 3. | _____ | _____ | \$ _____ |
| 4. | _____ | _____ | \$ _____ |

**D. Publicly Held Stocks, Bonds, Securities & Mutual Funds** (Name of company and number of shares)

|    |       |       |          |
|----|-------|-------|----------|
| 1. | _____ | _____ | \$ _____ |
| 2. | _____ | _____ | \$ _____ |
| 3. | _____ | _____ | \$ _____ |
| 4. | _____ | _____ | \$ _____ |

| <u>Category</u>   | <u>Description</u> | <u>Titled To</u> | <u>Value</u> |
|---|--------------------|------------------|--------------|
| <b>E. Closely Held Stocks &amp; Other Business Interests and Name of Company</b> (Type of ownership and number of shares)                             |                    |                  |              |
| 1.  | _____              | _____            | \$ _____     |
| 2.  | _____              | _____            | \$ _____     |
| <b>F. Life Insurance (Company Name and Term or Whole Life)</b> (Insured Life) Cash Value and Loan Balance, if any                                     |                    |                  |              |
| 1.  | _____              | _____            | \$ _____     |
| 2.  | _____              | _____            | \$ _____     |
| 3.  | _____              | _____            | \$ _____     |
| 4.  | _____              | _____            | \$ _____     |
| <b>G. Furniture &amp; Household Goods, Furnishings, and Appliances</b>  |                    |                  |              |
| 1.  | _____              | _____            | \$ _____     |
| 2.  | _____              | _____            | \$ _____     |
| 3.  | _____              | _____            | \$ _____     |
| 4.  | _____              | _____            | \$ _____     |
| <b>H. Safe Deposit Box</b> (Give location and contents)   |                    |                  |              |
| 1.  | _____              | _____            | \$ _____     |
| 2.  | _____              | _____            | \$ _____     |
| 3.  | _____              | _____            | \$ _____     |
| 4.  | _____              | _____            | \$ _____     |
| <b>I. All Other Assets Not Listed Above</b> (including jewelry, art, tools, firearms, and other collectibles) (If necessary, attach additional pages) |                    |                  |              |
| 1.  | _____              | _____            | \$ _____     |
| 2.  | _____              | _____            | \$ _____     |
| <b>TOTAL SECTION II: OTHER ASSETS:</b>  |                    |                  | \$ _____     |

**III. SEPARATE PROPERTY CLAIMS**

Separate property includes, but is not limited to, property owned before marriage and gifts or inheritances to only one spouse.

| Description   | Why do you claim this as separate property? | Present Fair Market Value |
|---|---|---------------------------|
| 1. _____  | _____                                       | \$ _____                  |
| 2. _____  | _____                                       | \$ _____                  |
| 3. _____  | _____                                       | \$ _____                  |
| 4. _____  | _____                                       | \$ _____                  |
| <b>TOTAL SECTION III: SEPARATE PROPERTY CLAIMS:</b> |   | <b>\$ _____</b>           |

**IV. DEBT**

List ALL OF YOUR DEBTS, your spouse's debts, and any joint debts. Do not leave any category blank. For each item, if none, put "NONE." If you don't know exact figures for any item, give your best estimate, and put "EST." **If more space is needed to explain, please attach an additional page with the explanation and identify which question you are answering.**

| Type  | Name of Creditor | Name on Account | Total Debt Due | Monthly Payment |
|---|------------------|-----------------|----------------|-----------------|
| <b>A. Secured Debt (Mortgages, Car, etc.)</b>                       |                  |                 |                |                 |
| 1. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 2. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 3. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 4. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 5. _____  | _____            | _____           | \$ _____       | \$ _____        |
| <b>B. Unsecured Debt (Credit cards, medical bills, other debts)</b> |                  |                 |                |                 |
| 1. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 2. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 3. _____  | _____            | _____           | \$ _____       | \$ _____        |

| Type                           | Name of Creditor | Name on Account | Total Debt Due  | Monthly Payment |
|--------------------------------|------------------|-----------------|-----------------|-----------------|
| 4.                             | _____            | _____           | \$ _____        | \$ _____        |
| 5.                             | _____            | _____           | \$ _____        | \$ _____        |
| <b>TOTAL SECTION IV: DEBT:</b> |                  |                 | <b>\$ _____</b> |                 |

**V. BANKRUPTCY**

| Filed by                            | Date of Filing | Date of Discharge or Relief from Stay | Type of Case (Ch. 7, 11, 12, 13) | Current Monthly Payments |
|-------------------------------------|----------------|---------------------------------------|----------------------------------|--------------------------|
| 1.                                  | _____          | _____                                 | \$ _____                         | \$ _____                 |
| 2.                                  | _____          | _____                                 | \$ _____                         | \$ _____                 |
| <b>TOTAL SECTION V: BANKRUPTCY:</b> |                |                                       | <b>\$ _____</b>                  |                          |

**OATH OR AFFIRMATION**  
(Do not sign until Notary Public is present)

I, (print name) \_\_\_\_\_, swear or affirm that I have read this Affidavit and, to the best of my knowledge and belief, the facts and information stated in this Affidavit are true, accurate, and complete. I understand that if I do not tell the truth, I may be subject to penalties for perjury.

\_\_\_\_\_  
Your Signature

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ ) **SS**

Sworn to or affirmed before me by \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Printed Name of Notary Public

Commission Expiration Date: \_\_\_\_\_

(Affix seal here)

IN THE COURT OF COMMON PLEAS

DIVISION  
COUNTY, OHIO

Plaintiff/Petitioner 1

vs./and

Defendant/Petitioner 2

Case No. \_\_\_\_\_

Judge \_\_\_\_\_

Magistrate \_\_\_\_\_

**Instructions:** Check local court rules to determine when this form must be filed. List ALL OF YOUR PROPERTY AND DEBTS, THE PROPERTY AND DEBTS OF YOUR SPOUSE, AND ANY JOINT PROPERTY OR DEBTS. You must provide the most recent value for each asset and balance owed for each debt. Do not leave any category blank. For each item, if none, put "NONE." If you do not know exact figures for any item, give your best estimate, and put "EST." **If more space is needed, add additional pages.**

AFFIDAVIT OF PROPERTY AND DEBT

Affidavit of \_\_\_\_\_  
(Print Name)

I. REAL ESTATE INTERESTS

|    | <u>Address</u> | <u>Present Fair Market Value</u> | <u>Titled To</u> | <u>Mortgage Balance</u> | <u>Equity</u> |
|----|----------------|----------------------------------|------------------|-------------------------|---------------|
| 1. | _____          | \$ _____                         | _____            | \$ _____                | \$ _____      |
| 2. | _____          | \$ _____                         | _____            | \$ _____                | \$ _____      |

TOTAL SECTION I: REAL ESTATE INTERESTS: \$ \_\_\_\_\_

II. OTHER ASSETS

|    | <u>Category</u>  | <u>Description</u>  | <u>Titled To</u> | <u>Value</u> |
|----|--|---|------------------|--------------|
|    | <b>A. Vehicles and Other Certificate of Title Property</b> | (Include model and year of automobiles, trucks, motorcycles, boats, motors, motor homes, trailers, ATVs, snowmobiles, jet skis, etc.) |                  |              |
| 1. | _____  | _____   | _____            | \$ _____     |
| 2. | _____  | _____   | _____            | \$ _____     |

|    | <u>Category</u> | <u>Description</u> | <u>Titled To</u> | <u>Value</u> |
|----|-----------------|--------------------|------------------|--------------|
| 3. | _____           | _____              | _____            | \$ _____     |
| 4. | _____           | _____              | _____            | \$ _____     |
| 5. | _____           | _____              | _____            | \$ _____     |
| 6. | _____           | _____              | _____            | \$ _____     |

**B. Financial Accounts** (Include checking, savings, CDs, POD accounts, money market accounts, etc.)

|    |       |       |       |          |
|----|-------|-------|-------|----------|
| 1. | _____ | _____ | _____ | \$ _____ |
| 2. | _____ | _____ | _____ | \$ _____ |
| 3. | _____ | _____ | _____ | \$ _____ |
| 4. | _____ | _____ | _____ | \$ _____ |

**C. Pensions & Retirement Plans** (Include profit-sharing, IRAs, 401(k) plans, etc. Describe each type of plan)

|    |       |       |       |          |
|----|-------|-------|-------|----------|
| 1. | _____ | _____ | _____ | \$ _____ |
| 2. | _____ | _____ | _____ | \$ _____ |
| 3. | _____ | _____ | _____ | \$ _____ |
| 4. | _____ | _____ | _____ | \$ _____ |

**D. Publicly Held Stocks, Bonds, Securities & Mutual Funds** (Name of company and number of shares)

|    |       |       |       |          |
|----|-------|-------|-------|----------|
| 1. | _____ | _____ | _____ | \$ _____ |
| 2. | _____ | _____ | _____ | \$ _____ |
| 3. | _____ | _____ | _____ | \$ _____ |
| 4. | _____ | _____ | _____ | \$ _____ |

| <u>Category</u>  | <u>Description</u>  | <u>Titled To</u> | <u>Value</u>                        |
|--|---|------------------|-------------------------------------|
| <b>E. Closely Held Stocks &amp; Other Business Interests and Name of Company</b> |   |                  |                                     |
|  | (Type of ownership and number of shares)                          |                  |                                     |
| 1.   | _____   | _____            | \$ _____                            |
| 2.   | _____   | _____            | \$ _____                            |
| <b>F. Life Insurance (Company Name and Term or Whole Life)</b>                   |   |                  |                                     |
|  | (Insured Life)  |                  | Cash Value and Loan Balance, if any |
| 1.   | _____   | _____            | \$ _____                            |
| 2.   | _____   | _____            | \$ _____                            |
| 3.   | _____   | _____            | \$ _____                            |
| 4.   | _____   | _____            | \$ _____                            |
| <b>G. Furniture &amp; Household Goods, Furnishings, and Appliances</b>           |   |                  |                                     |
| 1.   | _____   | _____            | \$ _____                            |
| 2.   | _____   | _____            | \$ _____                            |
| 3.   | _____   | _____            | \$ _____                            |
| 4.   | _____   | _____            | \$ _____                            |
| <b>H. Safe Deposit Box</b>   |   |                  |                                     |
|  | (Give location and contents)                                      |                  |                                     |
| 1.   | _____   | _____            | \$ _____                            |
| 2.   | _____   | _____            | \$ _____                            |
| 3.   | _____   | _____            | \$ _____                            |
| 4.   | _____   | _____            | \$ _____                            |
| <b>I. All Other Assets Not Listed Above</b>                                      |   |                  |                                     |
|  | (including jewelry, art, tools, firearms, and other collectibles) |                  |                                     |
|  | (If necessary, attach additional pages)                           |                  |                                     |
| 1.   | _____   | _____            | \$ _____                            |
| 2.   | _____   | _____            | \$ _____                            |
| <b>TOTAL SECTION II: OTHER ASSETS:</b>   |   |                  | <b>\$ _____</b>                     |

**III. SEPARATE PROPERTY CLAIMS**

Separate property includes, but is not limited to, property owned before marriage and gifts or inheritances to only one spouse.

| Description   | Why do you claim this as separate property? | Present Fair Market Value |
|---|---|---------------------------|
| 1. _____  | _____                                       | \$ _____                  |
| 2. _____  | _____                                       | \$ _____                  |
| 3. _____  | _____                                       | \$ _____                  |
| 4. _____  | _____                                       | \$ _____                  |
| <b>TOTAL SECTION III: SEPARATE PROPERTY CLAIMS:</b> |   | <b>\$ _____</b>           |

**IV. DEBT**

List ALL OF YOUR DEBTS, your spouse's debts, and any joint debts. Do not leave any category blank. For each item, if none, put "NONE." If you don't know exact figures for any item, give your best estimate, and put "EST." **If more space is needed to explain, please attach an additional page with the explanation and identify which question you are answering.**

| Type  | Name of Creditor | Name on Account | Total Debt Due | Monthly Payment |
|---|------------------|-----------------|----------------|-----------------|
| <b>A. Secured Debt (Mortgages, Car, etc.)</b>                       |                  |                 |                |                 |
| 1. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 2. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 3. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 4. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 5. _____  | _____            | _____           | \$ _____       | \$ _____        |
| <b>B. Unsecured Debt (Credit cards, medical bills, other debts)</b> |                  |                 |                |                 |
| 1. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 2. _____  | _____            | _____           | \$ _____       | \$ _____        |
| 3. _____  | _____            | _____           | \$ _____       | \$ _____        |



**IN THE COURT OF COMMON PLEAS**

**DIVISION  
COUNTY, OHIO**

|                                   |            |  |
|-----------------------------------|------------|--|
| Plaintiff/Petitioner 1            | Case No.   |  |
| vs./and                           | Judge      |  |
| Defendant/Petitioner 2/Respondent | Magistrate |  |

**Instructions:** Check local court rules to determine when this form must be filed. By law, this affidavit must be filed and served with any Complaint, Petition or Motion regarding the allocation of parental rights and responsibilities, parenting time, custody, or visitation. Each party has a continuing duty while this case is pending to inform the Court of any parenting proceeding concerning the child(ren) in any other court in this or any other state. **If more space is needed, add additional pages.**

**PARENTING PROCEEDING AFFIDAVIT (R.C. 3127.23(A))**

Affidavit of \_\_\_\_\_  
(Print Name)

**ONLY CHECK THE FOLLOWING BOX IF YOU BELIEVE THAT THE HEALTH, SAFETY, OR LIBERTY OF YOURSELF OR YOUR CHILD(REN) WOULD BE JEOPARDIZED BY THE DISCLOSURE OF YOUR ADDRESS OR IDENTIFYING INFORMATION. YOU ACKNOWLEDGE THAT THE COURT MAY CONDUCT A HEARING REGARDING THE BASIS FOR YOUR REQUEST.**

Pursuant to R.C. 3127.23(D), I allege that my health, safety, or liberty or that of my child(ren) would be jeopardized by the disclosure of identifying information to my spouse or the public. Therefore, I request that my address be placed under seal. I have marked the corresponding box next to each address I am requesting to be sealed.

1. (Number): \_\_\_\_\_ Minor child(ren) is/are subject to this case as follows:

Insert the information requested below for all minor or dependent children of the parties. You must list the residences for all places where the children have lived for the last **FIVE** years.

|                          |                             |   |                      |  |
|--------------------------|-----------------------------|---|----------------------|--|
| <b>a. Child's name</b>   |                             | <b>Place of birth</b>                             | <b>Date of birth</b> | <b>Sex</b> <input type="checkbox"/> M <input type="checkbox"/> F |
|                          |                             |   |                      |  |
| <b>Date of residence</b> | <b>Address Confidential</b> | <b>Person child lived with (name and address)</b> |                      | <b>Relationship</b>  |
| to present               | <input type="checkbox"/>    |   |                      |  |
| to _____                 | <input type="checkbox"/>    |   |                      |  |

|          |                          |       |       |
|----------|--------------------------|-------|-------|
| to _____ | <input type="checkbox"/> | _____ | _____ |
| to _____ | <input type="checkbox"/> | _____ | _____ |

|                                 |                                |                               |  |
|---------------------------------|--------------------------------|-------------------------------|--|
| <b>b. Child's name</b><br>_____ | <b>Place of birth</b><br>_____ | <b>Date of birth</b><br>_____ | <b>Sex</b> <input type="checkbox"/> M <input type="checkbox"/> F |
|---------------------------------|--------------------------------|-------------------------------|--|

|   |                             |   |                     |
|---|-----------------------------|---|---------------------|
| <input type="checkbox"/> Check this box if the information below is the same as in Section 1(a). Skip to the next question. |                             |   |                     |
| <b>Date of residence</b>  | <b>Address Confidential</b> | <b>Person child lived with (name and address)</b> | <b>Relationship</b> |
| _____ to present  | <input type="checkbox"/>    | _____   | _____               |
| to _____  | <input type="checkbox"/>    | _____   | _____               |
| to _____  | <input type="checkbox"/>    | _____   | _____               |
| to _____  | <input type="checkbox"/>    | _____   | _____               |

|                                 |                                |                               |  |
|---------------------------------|--------------------------------|-------------------------------|--|
| <b>c. Child's name</b><br>_____ | <b>Place of birth</b><br>_____ | <b>Date of birth</b><br>_____ | <b>Sex</b> <input type="checkbox"/> M <input type="checkbox"/> F |
|---------------------------------|--------------------------------|-------------------------------|--|

|   |                             |   |                     |
|---|-----------------------------|---|---------------------|
| <input type="checkbox"/> Check this box if the information below is the same as in Section 1(a). Skip to the next question. |                             |   |                     |
| <b>Date of residence</b>  | <b>Address Confidential</b> | <b>Person child lived with (name and address)</b> | <b>Relationship</b> |
| _____ to present  | <input type="checkbox"/>    | _____   | _____               |
| to _____  | <input type="checkbox"/>    | _____   | _____               |
| to _____  | <input type="checkbox"/>    | _____   | _____               |
| to _____  | <input type="checkbox"/>    | _____   | _____               |

d. Additional children are listed on Attachment 1(d). (Provide requested information for additional children on an attachment labeled 1(d).)

**2. Participation in custody case(s): (Check only one box)**

- I **HAVE NOT** participated as a party, witness, or in any capacity in any other case, in this or any other state, concerning the custody of or visitation (parenting time), with any child subject to this case.
- I **HAVE** participated as a party, witness, or in any capacity in any other case, in this or any other state, concerning the custody of or visitation (parenting time), with any child subject to this case.

*Explain:* \_\_\_\_\_

- a. Name of each child: \_\_\_\_\_
- b. Type of case: \_\_\_\_\_
- c. Court and State: \_\_\_\_\_
- d. Date and court order or judgment (if any): \_\_\_\_\_

**3. Information about custody case(s): (Check only one box)**

- I **HAVE NO INFORMATION** of any cases that could affect the current case, including any cases relating to custody; domestic violence or protection orders; dependency, neglect, or abuse allegations; or adoptions concerning any child subject to this case.
- I **HAVE THE FOLLOWING INFORMATION** concerning cases that could affect the current case, including any cases relating to custody; domestic violence or protection orders; dependency, neglect, or abuse allegations; or adoptions concerning a child subject to this case, other than listed in Paragraph 2.

*Explain:* \_\_\_\_\_

- a. Name of each child: \_\_\_\_\_
- b. Type of case: \_\_\_\_\_
- c. Court and State: \_\_\_\_\_
- d. Date and court order or judgment (if any): \_\_\_\_\_

**4. Information about criminal convictions:**

List all of the criminal convictions, including guilty pleas, for you and the members of your household for the following offenses: any criminal offense involving acts that resulted in a child being abused or neglected; any domestic violence offense that is a violation of R.C. 2919.25; any sexually oriented offense as defined in R.C. 2950.01; and any offense involving a victim who was a family or household member at the time of the offense and caused physical harm to the victim during the commission of the offense.

| NAME | CASE NUMBER | COURT/COUNTY/STATE | CHARGE |
|------|-------------|--------------------|--------|
|      |             |                    |        |
|      |             |                    |        |
|      |             |                    |        |

**5. Persons not a party to this case: (Check only one box)**

- I **DO NOT KNOW OF ANY PERSON** not a party to this case who has physical custody **or** claims to have custody or visitation rights with respect to any child subject to this case.
- I **KNOW THAT THE FOLLOWING NAMED PERSON(S)** not a party to this case has/have physical custody or claim(s) to have custody or visitation rights with respect to any child subject to this case.

- a. Name/Address of Person: \_\_\_\_\_  
 has physical custody    claims custody rights    claims visitation rights  
Name of each child: \_\_\_\_\_
- b. Name/Address of Person: \_\_\_\_\_  
 has physical custody    claims custody rights    claims visitation rights  
Name of each child: \_\_\_\_\_
- c. Name/Address of Person: \_\_\_\_\_  
 has physical custody    claims custody rights    claims visitation rights  
Name of each child: \_\_\_\_\_

**6. I understand that I have a continuing duty to advise this Court of any custody, visitation, parenting time, divorce, dissolution of marriage, separation, neglect, abuse, dependency, guardianship, parentage, termination of parental rights, or protection order from domestic violence case concerning the children about whom information is obtained during this case.**

**OATH OR AFFIRMATION**  
*(Do not sign until Notary Public is present)*

I, (print name) \_\_\_\_\_, swear or affirm that I have read this Affidavit and, to the best of my knowledge and belief, the facts and information stated in this Affidavit are true, accurate, and complete. I understand that if I do not tell the truth, I may be subject to penalties for perjury.

\_\_\_\_\_  
Your Signature

STATE OF \_\_\_\_\_ )  
) SS  
COUNTY OF \_\_\_\_\_ )

Sworn to or affirmed before me by \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Printed Name of Notary Public

Commission Expiration Date: \_\_\_\_\_

(Affix seal here)

IN THE COURT OF COMMON PLEAS

\_\_\_\_\_  
DIVISION  
\_\_\_\_\_  
COUNTY, OHIO

\_\_\_\_\_  
Plaintiff/Petitioner 1

vs./and

\_\_\_\_\_  
Defendant/Petitioner 2

Case No. \_\_\_\_\_

Judge \_\_\_\_\_

Magistrate \_\_\_\_\_

**Instructions:** Check local court rules to determine when this form must be filed. This affidavit is used to disclose health insurance coverage that is available for children of the relationship. It is also used to determine child support. **If more space is needed, add additional pages.**

HEALTH INSURANCE AFFIDAVIT

Affidavit of \_\_\_\_\_  
(Print Name)

Plaintiff/Petitioner 1

Defendant/Petitioner 2

Is/are your child(ren) currently enrolled in a government-provided program (i.e. Healthy Start/ Medicaid)?

Yes  No

Yes  No

Is/are your child(ren) enrolled in an individual (non-group or COBRA) health insurance plan?

Yes  No

Yes  No

Is/are your child(ren) enrolled in a plan found through the exchange/Affordable HealthCare Marketplace?

Yes  No

Yes  No

Is/are your child(ren) enrolled in a health insurance plan through a group (employer or other organization)?

Yes  No

Yes  No

If your child(ren) is/are not enrolled, does/do he/she/they have health insurance available through a group (employer or other organization)?

Yes  No

Yes  No

Does the available insurance cover primary care services within 30 miles of the children's home?

Yes  No

Yes  No

Under the available insurance, what is the annual premium you pay for family coverage?

\$ \_\_\_\_\_

\$ \_\_\_\_\_

Name of group (employer or organization) that provides health insurance

\_\_\_\_\_

\_\_\_\_\_

Address

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone Number

\_\_\_\_\_

\_\_\_\_\_

