

State of Minnesota

District Court

County of: _____

Judicial District: _____
Court File Number: _____
Assigned Judge: _____
Case Type: Dissolution with Children

In Re the Marriage of:

Name of Petitioner (first, middle, last)
and

**Findings of Fact,
Conclusions of Law, Order
for Judgment, Judgment
and Decree**

Name of Respondent (first, middle, last)

A. This proceeding for dissolution of marriage came before the undersigned judge of district court on:

_____ (date) at _____ (location)
of Minnesota. Petitioner did did not appear. Respondent did did not appear.
_____ appeared as attorney for
_____.

B. Petitioner is NOT represented by an attorney OR
Petitioner is represented by the following attorney: _____

C. Respondent is NOT represented by an attorney OR
Respondent is represented by the following attorney: _____

D. Service of the *Summons and Petition for Dissolution of Marriage*:

Respondent was personally served on _____ **OR**

Respondent signed an *Admission of Service* on _____ **OR**

Respondent was served by alternate means as ordered by the court as follows:
 By mailing the *Summons and Petition* to Respondent at the address(es) stated in the
Order for Service by Alternate Means on this date: _____

By publication of the *Summons* in _____ newspaper
for 3 consecutive weeks, once a week and the three following dates: _____
_____, and _____.

E. Petitioner was served with an *Answer and Counterpetition*: YES NO

IF YES, Petitioner was served with the *Answer and Counterpetition* on _____
Month Day Year

F. Respondent did not respond, so Petitioner proceeded by default. (Note: If the parties reached an agreement, use the *Stipulated Findings of Fact, Conclusions of Law, Order for Judgment, Judgment and Decree*.)

Findings of Fact

1. Information about the Petitioner

Full Name: _____
First Middle Last

Address where you live: _____
Street Address Apt. No.

City County State Zip Code

Mailing address: Same as above address OR

Street Address Apt. No.

City County State Zip Code

Date of Birth: _____

List all of Petitioner's former or other names or write "None":

First Middle Last

First Middle Last

Petitioner's social security number is listed on Confidential Form 11.1 and submitted along with the Petition.

2. Information about the Respondent

Full Name: _____
First Middle Last

Address: _____
Street Address Apt. No.

City County State Zip Code

Respondent's address is unknown to Petitioner.

Respondent's Date of Birth: _____

List all of Respondent's former or other names or write "None":

First Middle Last

First Middle Last

3. Our Marriage

Petitioner and Respondent were married on (month, day, year) _____
in the City of _____, County of _____,
State _____, Country of _____.

4. 180 Day Requirement

- a. Has Petitioner been living in Minnesota for the past six (6) months? YES NO
- b. Has Respondent been living in Minnesota for the past six (6) months? YES NO UNKNOWN
- c. Petitioner and Respondent were married in Minnesota, but neither Petitioner nor Respondent reside in Minnesota, nor reside in a jurisdiction that will allow us to maintain an action for dissolution because of the sex or sexual orientation of the Petitioner and Respondent. YES NO

5. Armed Forces

- a. Is Petitioner an active duty member of the armed forces? YES NO
IF YES, has Petitioner been stationed in Minnesota for the past six (6) months? YES NO
- b. Is Respondent an active duty member of the armed forces? YES NO UNKNOWN
IF YES, has Respondent been stationed in Minnesota for the past six (6) months? YES NO

6. Marriage Cannot be Saved

There has been an irretrievable breakdown of my marriage relationship with Respondent and the marriage cannot be saved.

7. Physical Living Situation

- a. Do the Petitioner and Respondent live together at this YES NO time?

If NO, the date we separated was: _____

If YES, why are you living together at this time?

8. Other Proceedings

- a. Has a separate court case for marriage dissolution, YES NO legal separation, custody, paternity or annulment already been started by Petitioner or Respondent in Minnesota or elsewhere?

If YES, the type of court case is _____,
and it was started in _____ County,
in the State of _____, and the court file number is _____,
and the status or outcome of the case is: OPEN CLOSED UNKNOWN

- b. Has a County started a Support case involving the YES NO Petitioner and the Respondent or their children?

If YES, the case was started in _____ County,
in the State of _____ and the court file number is _____.

A copy of the Support Order is submitted with the Petition, or the case is
 Dismissed Pending

9. Protection or Harassment Order

- a. Is an *Order for Protection* or a *Harassment/Restraining Order* in effect regarding Petitioner and Respondent? YES NO

If YES:

- a. The *Order* protects: Petitioner Respondent

the children and the *Order* was filed in _____ County,
 in the State of _____ on _____ date,
 and the court file number is _____.

b. Does the *Order* include an order to pay child support? YES NO

10. Child Protection Court Case

a. Is a child protection case involving Petitioner and Respondent's children taking place in Minnesota or another state? YES NO

If YES, the case is in _____ County,
 in the State of _____ and the court file number is _____.

The name of the child or children involved in the child protection case is:

11. Children Petitioner and Respondent Have Together (Joint Children)

"Child" means a living person under the age 18, or under age 20 and still in high school.

a. Are there any children born to or adopted by Petitioner and Respondent together, either before or during the marriage? YES NO

If YES,

Full Name of Child	Date of Birth	Age	Child Currently Lives With
			<input type="radio"/> Petitioner <input type="radio"/> Respondent <input type="radio"/> Both parents OR _____ (write in name)
			<input type="radio"/> Petitioner <input type="radio"/> Respondent <input type="radio"/> Both parents OR _____ (write in name)

- a. Is there an adult joint child born to or adopted by Petitioner and Respondent who is not able to support him/herself because of a physical or mental condition? YES NO

If YES, the full name, date of birth and age of each adult dependent is:

Full Name of Dependent	Date of Birth	Age

The social security number of the adult dependent children is/are listed on Confidential Form 11.1 and submitted along with the Petition.

13. Pregnancy

- a. Is Petitioner pregnant? YES NO

If Petitioner is pregnant, answer (i) and (ii):

(i) The date the baby is due is _____

- (ii) Do Petitioner and Respondent agree that the spouse is the biological father of the unborn child? YES NO

If NO, Petitioner Respondent claims husband is not the biological father of the child.

- b. Is Respondent pregnant? YES NO

If Respondent is pregnant, answer (i) and (ii):

(i) The date the baby is due is _____

- (ii) Do Petitioner and Respondent agree that the spouse is the biological father of the unborn child? YES NO

If NO, Petitioner Respondent claims husband is not the biological father of the child.

14. Petitioner's Children from Other Relationship (Non-Joint Children)

- a. Does Petitioner have minor children *born prior to the marriage* from another marriage or relationship? YES NO

If YES, the full name, date of birth and age of each child born prior to the marriage is:

Full Name of Child and Age	Date of Birth	Does Child Live with Petitioner?	Is Petitioner Court-Ordered to pay Child Support for this Child?
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO

b. Has Petitioner given birth, *since marrying Respondent*, YES NO to a minor child who is not a child of the Respondent?

If YES, answer (i), (ii), (iii) and (iv):

(i). List the full name, date of birth and age of each child born to Petitioner since marrying Respondent, who is not a child of the Respondent:

Full Name of Child and Age	Date of Birth	Does Child Live with Petitioner?	Is Petitioner Court-Ordered to pay Child Support for this Child?
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO

(ii) Is there a Court Order naming someone other than YES NO the Respondent as the father of the children listed in (i) above?

If YES, attach a copy of the Order. The Order is for:

_____ Full Name of children

(iii) Have the Petitioner and biological father signed a YES NO Minnesota Recognition of Parentage for any of the children listed in (i) above?

If YES, state the name of the child: _____

and submit a copy of the Recognition of Parentage.

If NO, why not?

(iv) Has the Respondent signed the "Spouse's Non-Parentage Statement" for any of the children listed at (i) above? YES NO

If YES, state the name of the child: _____

and submit a copy of the "Spouse's Non-Parentage Statement."

If NO, why not?

15. Respondent's Children from Other Relationship (Non-Joint Children)

a. Does Respondent have minor children born *prior to the marriage* from another marriage or relationship? YES NO UNKNOWN

If YES, the full name, date of birth and age of each child born *prior to the marriage* is:

Full Name of Child and Age	Date of Birth	Does Child Live with Respondent?	Is Respondent Court-Ordered to pay Child Support for this Child?
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO

b. Has Respondent given birth, *since marrying Petitioner*, to a minor child who is not a child of the Petitioner? YES NO

If YES, answer (i), (ii), (iii) and (iv):

(i). List the full name, date of birth and age of each child born to Respondent since marrying Petitioner, who is not a child of the Petitioner:

Full Name of Child and Age	Date of Birth	Does Child Live with Respondent?	Is Respondent Court-Ordered to pay Child Support for this Child?
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO
		<input type="radio"/> YES <input type="radio"/> NO	<input type="radio"/> YES <input type="radio"/> NO

(ii) Is there a Court Order naming someone other than YES NO the Petitioner as the father of the children listed in (i) above?

If YES, attach a copy of the Order. The Order is for:

_____ Full Name of children

(iii) Have the Respondent and biological father signed YES NO a Minnesota Recognition of Parentage for any of the children listed in (i) above?

If YES, state the name of the child: _____

and submit a copy of the Recognition of Parentage.

If NO, why not?

(iv) Has the Petitioner signed the "Spouse's Non-Parentage Statement" for any of the children listed at YES NO (i) above?

If YES, state the name of the child: _____

and submit a copy of the "Spouse's Non-Parentage Statement."

If NO, why not?

16. Custody

It is in the child's best interests that legal custody be granted as follows: (check one)

- Joint legal custody to both parents
- Sole legal custody to Petitioner Respondent

It is in the child's best interests that physical custody be granted as follows: (check one)

- Joint physical custody to both parents
- Sole physical custody to Petitioner Respondent

17. Parenting Time

a. It is in the best interests of the children that:

It is in the best interests of the children that Petitioner's parenting time with the joint children be: (check one)

- unsupervised
- supervised
- reserved

If parenting time is unsupervised for both parents, skip to Question 18.

For supervised parenting time answer b and c. For reserved parenting time, answer d.

b. Explain how unsupervised parenting time by Petitioner is likely to endanger the child's physical or emotional health or impair the child's emotional development:

c. State who should supervise Petitioner's parenting time, and if there is a cost involved, who should pay the cost and any other important details:

d. Explain why Petitioner's parenting time should be reserved:

It is in the best interests of the children that Respondent's parenting time with the joint children be: (check one)

- unsupervised supervised reserved

For supervised parenting time answer b and c. For reserved parenting time, answer d.

b. Explain how unsupervised parenting time by Respondent is likely to endanger the child's physical or emotional health or impair the child's emotional development:

c. State who should supervise Respondent's parenting time, and if there is a cost involved, who should pay the cost and any other important details:

d. Explain why Respondent's parenting time should be reserved:

18. Public Assistance from the State of Minnesota

If either party is receiving public assistance from the State of Minnesota or applies for it after this proceeding is started, the Petitioner must give notice of this marriage dissolution action to the Public Authority in the county paying for the assistance.

a. Does Petitioner receive public assistance from the State of Minnesota? YES NO

If YES, the assistance is from _____ County. (Check all that apply):

MFIP in the amount of _____ per month

Tribal TANF in the amount of _____ per month

General Assistance in the amount of _____ per month

Child Care Assistance MinnesotaCare Medical Assistance

b. Does Respondent receive public assistance from the State of Minnesota? YES NO UNKNOWN

If YES, the assistance is from _____ County. (Check all that apply):

MFIP in the amount of _____ per month

Tribal TANF in the amount of _____ per month

General Assistance in the amount of _____ per month

Child Care Assistance MinnesotaCare Medical Assistance

c. Do the joint children of the parties receive public assistance from the State of Minnesota? YES NO UNKNOWN

If YES, the assistance is from _____ County. (Check all that apply):

MFIP Tribal TANF Medical Assistance MinnesotaCare

IV-E Foster Care

19. Supplemental Security Income (SSI)

Supplemental Security Income (SSI) is a Federal income supplement program. It is available to low-income people if they are over age 65, or blind or disabled.

a. Does Petitioner receive Supplemental Security Income (SSI)? YES NO

IF YES, in the amount of _____ per month.

b. Does Respondent receive Supplemental Security Income (SSI)? YES NO

IF YES, in the amount of _____ per month.

c. Do any of the joint children of the parties receive Supplemental Security Income (SSI)? YES NO

IF YES, in the amount of _____ per month.

What is the name of the child receiving SSI? _____

20. School

Is Petitioner currently enrolled in school? YES NO

a. If YES, the name of the school is _____

b. The type of school is High School College Vocational Other

c. The type of degree expected is _____ and the expected graduation date is _____.

Is Respondent currently enrolled in school? YES NO UNKNOWN

a. If YES, the name of the school is _____

b. The type of school is High School College Vocational Other

c. The type of degree expected is _____ and the expected graduation date is _____.

21. Petitioner's Employment

a. Is Petitioner employed? YES NO

b. Is Petitioner self-employed? YES NO

c. Is Petitioner working at least 40 hours per week? YES NO

If you are unemployed or working less than 40 hours a week, answer these questions:

i. Why are you unemployed or working less than 40 hours a week?

ii. What is your past work experience (types of jobs, hours, pay, length of time at the job, etc.) and what are your professional qualifications or licenses?

d. Current Employment: (If Petitioner has more than two jobs at this time, use an attachment for the additional jobs.)

Name of Petitioner's Employer (If self-employed, list name and business address)

Address

City State Zip Code

Name of Petitioner's Employer (If self-employed, list name and business address)

Address

City State Zip Code

Pension or Disability from work or military _____ per month.

Worker's Compensation _____ per month.

Court-ordered spousal maintenance you receive _____ per month.

Other _____ per month.

Add all of the above: Total monthly income _____ per month.

Enter the amount of child support you are court-ordered to pay for any non-joint children _____ per month.

Enter the amount of spousal maintenance you are court-ordered to pay to your current or former spouse _____ per month.

Enter the amount of Social Security or Veteran's Benefits provided to a joint child because of your retirement, disability or other eligibility _____ per month.

If you entered an amount, which parent receives the payment for the child? Petitioner Respondent

23. Living Expenses for the Family

- a. Petitioner and Respondent and our children are still living together.
- b. Petitioner and Respondent are living separately.

Our current monthly living expenses for our family total _____

Our monthly family living expenses **before** we separated totaled _____

At this time, Petitioner's separate living expenses total _____ and Respondent's living expenses total _____ or unknown to Petitioner. Of the total current living expense for the Petitioner what monthly dollar amount is for expenses just for the children that live with the Petitioner? _____ Of the total current monthly living expenses for the Respondent, _____ is for expenses just for the children that live with the Respondent, or this is UNKNOWN.

24. Expenses for Special Needs for the Children

- a. Is there a child of the parties who has special needs and extraordinary medical expenses? YES NO

If Yes, Name of child with special needs _____

Describe the needs _____

- b. Does Petitioner's monthly living expense (stated at #23) include the special needs expenses for the child? YES NO
- c. Does Respondent's monthly living expense (stated at #23) include the special needs expenses for the child? YES NO

25. Respondent's Employment

- a. Is Respondent employed? YES NO UNKNOWN
- b. Is Respondent self-employed? YES NO UNKNOWN
- c. Is Respondent working at least 40 hours per week? YES NO UNKNOWN

If Respondent is unemployed or working less than 40 hours a week, answer these questions:

i. Why is Respondent unemployed or working less than 40 hours a week?

ii. What is Respondent's past work experience (types of jobs, hours, pay, length of time at the job, etc.) and professional qualifications or licenses?

d. Current Employment: (If Respondent has more than two jobs at this time, use an attachment for the additional jobs.)

Name of Respondent's Employer (If self-employed, list name and business address)

Address

City

State

Zip Code

Name of Respondent's Employer (If self-employed, list name and business address)

Address

City

State

Zip Code

Questions about Current Jobs	1st Job	2nd Job
Is Respondent paid by the hour or salaried?	<input type="radio"/> hourly <input type="radio"/> salary <input type="radio"/> Unknown	<input type="radio"/> hourly <input type="radio"/> salary <input type="radio"/> Unknown
What is the average number of hours Respondent works per week?	_____ hours <input type="checkbox"/> Unknown	_____ hours <input type="checkbox"/> Unknown
How much overtime pay does Respondent receive per week on average?	_____ <input type="checkbox"/> Unknown	_____ <input type="checkbox"/> Unknown
Does Respondent receive bonuses? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown	If Yes, how much did Respondent receive in bonuses last year? _____ _____	If Yes, how much did Respondent receive in bonuses last year? _____ _____
	How much does Respondent expect to receive this year? _____	How much does Respondent expect to receive this year? _____

26. Respondent's Income

If Respondent has no income in a category, enter zero (0). Do not list public assistance benefits as income (e.g., MFIP, GA, SSI).

Source of Income	Amount Per Month (or zero) before deductions/taxes
-------------------------	---

Self Employment Income _____ per month.

Self Employment income means gross receipts minus costs of goods sold, minus ordinary and necessary business expenses. Include Schedule C from last year's tax return to this Petition.

Job with _____ per month.

Your monthly income from a job = Hourly wage x Hours worked per week x 4.33 (weeks per month)

Second job with _____ per month.

Third job with _____ per month.

Commissions from all jobs _____ per month.

Divide the total amount you expect this year by 12 to get a monthly average.

Unemployment benefits _____ per month.

Social Security Retirement, Survivors or Disability Income (RSDI) (do not include SSI) _____ per month.

Investment and Rental Income _____ per month.

Annuity Payments _____ per month.
 Pension or Disability from work or military _____ per month.
 Worker's Compensation _____ per month.
 Court-ordered spousal maintenance received by Respondent _____ per month.
 Other _____ per month.
 Add all of the above: Total monthly income _____ per month.

Enter the amount of child support Respondent is court-ordered to pay for any non-joint children _____ per month.
 Enter the amount of spousal maintenance Respondent is court-ordered to pay to a current or former spouse _____ per month.
 Enter the amount of Social Security or Veteran's Benefits provided to a joint child because of Respondent's retirement, disability or other eligibility _____ per month.
 If you entered an amount, which parent receives the payment for the child? Petitioner Respondent

OR

The Court does not have detailed information about Respondent's income, but finds that Respondent's pay is _____ per week month year, with bonuses, overtime or or commissions in the additional amount of _____ per week month year This is Respondent's Net Income (after taxes and deductions) or Gross income (before taxes and deductions.)

OR

27. Child Care Costs

Are there child care costs for the joint children because of work or school? YES NO

If YES, **submit with this Petition** a receipt or signed letter from the child care provider showing the cost of child care, and answer (a), (b), and (c):

a. How many of the joint children need child care? One Two Three _____

b. How much does the daycare center(s) or babysitter charge per month? _____

(If you pay by the week, multiply the weekly charge by 4.33 to get the charge per month. If the costs vary during the year, use the total yearly costs and divided by 12.)

c. Who pays the child care cost?

Petitioner pays _____ per month

Respondent pays _____ per month

The County pays _____ per month through a subsidy or child care assistance.

d. If the County pays, who applied for the child care assistance?

Petitioner Respondent There is no county assistance

28. Health Care Coverage

a. Minnesota Care and Medical Assistance are available from the State of Minnesota for people who qualify. Who receives MinnesotaCare or Medical Assistance?

Petitioner Respondent Joint Children No one

b. Does Petitioner currently have medical insurance? YES NO
(other than MinnesotaCare or Medical Assistance)

i. Where does Petitioner get the medical insurance?

through his/her employment buys private medical insurance

ii. How much does the medical insurance cost?

_____ per month for single coverage

_____ per month for single plus spouse (if this is offered)

_____ per month for family coverage

iii. Who is currently covered by this medical insurance?

Petitioner Respondent All the joint children Some of the joint children

Non-joint children Name the joint children who are covered _____

c. Does Petitioner have dental insurance? (other than MinnesotaCare or Medical Assistance) YES NO

i. Where does Petitioner get the dental insurance?

through his/her employment buys private dental insurance

ii. How much does the dental insurance cost?

_____ per month for single coverage
_____ per month for single plus spouse (if this is offered)
_____ per month for family coverage

Dental is included in the medical insurance costs.

iii. Who is currently covered by this dental insurance?

Petitioner Respondent All the joint children Some of the joint children

Non-joint children Name the joint children who are covered _____

d. Does Respondent have medical insurance? (other than MinnesotaCare or Medical Assistance) YES NO UNKNOWN

i. Where does Respondent get the medical insurance?

through his/her employment buys private medical insurance

ii. How much does the medical insurance cost?

_____ per month for single coverage
_____ per month for single plus spouse (if this is offered)
_____ per month for family coverage

iii. Who is currently covered by this medical insurance?

Petitioner Respondent All the joint children Some of the joint children

Non-joint children Name the joint children who are covered _____

e. Does Respondent have dental insurance? (other than MinnesotaCare or Medical Assistance) YES NO UNKNOWN

i. Where does Respondent get the dental insurance?

through his/her employment buys private dental insurance

ii. How much does the dental insurance cost?

_____ per month for single coverage
_____ per month for single plus spouse (if this is offered)
_____ per month for family coverage

Dental is included in the medical insurance costs.

iii. Who is currently covered by this dental insurance?

Petitioner Respondent All the joint children Some of the joint children

Non-joint children Name the joint children who are covered _____

f. If the joint children are without health care coverage, YES NO
is coverage available for purchase through
Petitioner's or Respondent's employer?

g. Other:

29. Spousal Maintenance

Spousal Maintenance is money paid by one spouse to the other for living expenses. Check the box that applies.

- Petitioner and Respondent can each pay their own living expenses and do not need spousal maintenance at this time, or in the future.
- Petitioner or Respondent may need spousal maintenance in the future. The court should reserve maintenance to allow either party to ask for spousal maintenance in the future because: (explain why you want to do this.)
- Petitioner needs spousal maintenance from Respondent now.
- Respondent needs spousal maintenance from Petitioner now.

Explain why spousal maintenance should be reserved:

Petitioner is _____ years of age, Petitioner and Respondent have been married for _____ years. Petitioner has the following education: _____

Petitioner's gross monthly income totals _____ Petitioner's monthly expenses total _____ and Petitioner is not able to maintain the standard living established of during the marriage because:

Respondent has the ability to pay Petitioner _____ per month for spousal maintenance.

Respondent is _____ years of age, Petitioner and Respondent have been married for _____ years. Respondent has the following education: _____

Respondent's gross monthly income totals _____ Respondent's monthly expenses

total _____ and Respondent is not able to maintain the standard living established of during the marriage because:

Petitioner has the ability to pay Respondent _____ per month for spousal maintenance.

30. Vehicles

Vehicles are cars, trucks, boats, motorcycles, snowmobiles, personal watercraft, all terrain vehicles owned by Petitioner or Respondent together or separately, including vehicles purchased after separation:

Does Petitioner own a vehicle? YES NO

Does Respondent own a vehicle? YES NO UNKNOWN

List all vehicles owned by Petitioner or Respondent together or separately:

Type of Vehicle (car, boat, truck, etc.)	Year/Make Model	Name(s) on Title	Value	Balance Owed	Monthly Payment
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

31. Marital Property

Marital property means anything that you or your spouse now own that was received or bought during the marriage, even during the times you were separated. Marital property includes household goods, furniture, jewelry, boats, real estate and other things. Marital property does *not* include a gift or inheritance received by one spouse *alone*.

Has the marital property been divided already to the Petitioner's satisfaction? YES NO

If NO, Petitioner requests the following marital property:

32. Non-Marital Property

Non-marital property means: (1) anything that you or your spouse owned before the marriage; (2) anything that you or your spouse received as a gift, bequest, devise, or inheritance *to you or your spouse alone*; (3) anything that you or your spouse got in trade or in exchange for your non-marital property; (4) anything that is an increase in the value of non-marital property; (5) anything you or your spouse received after the valuation date set by the court, or (6) anything defined as non-marital property by a valid antenuptial contract.

a. Does Petitioner have non-marital property? YES NO

If Yes, list Petitioner's non-marital property:

b. Does Respondent have non-marital property? YES NO UNKNOWN

If Yes, list Respondent's non-marital property:

33. Cash & Accounts - Not including Pension and Employer-Funded Retirement Accounts

Does Petitioner have money in banks, savings, cash or investments? YES NO

Does Respondent have money in banks, savings, cash or investments? YES NO UNKNOWN

If YES,

a. List all accounts owned by you alone, your spouse alone, or owned by both of you jointly including those opened after separation. "Type of account" means checking, savings, money market accounts, certificates of deposit, stocks, bonds, stock options, mutual funds, savings bonds, and Treasury Bills, etc. Use Confidential Information Form 11.1 (CON111) to list Financial Institution name, account holder name(s), and account numbers.

Do not include Pension or Employer-Funded Retirement Accounts, which are listed at #37.

Financial Institution	Type of Account	Amount	Belongs to: (name on account)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

b. List cash not listed at a.:

Petitioner has cash in the amount of: _____

Respondent has cash in the amount of: _____ OR UNKNOWN

34. Business Interest

Does Petitioner have an interest in a business? YES NO

a. If YES, the name of the business is _____

the address is _____

and the value is _____ How did you arrive at this value?

Does Respondent have an interest in a business? YES NO UNKNOWN

b. If YES, the name of the business is _____

the address is _____

and the value is _____ How did you arrive at this value?

35. Manufactured Home

Does Petitioner have a manufactured home? YES NO

Does Respondent have a manufactured home? YES NO UNKNOWN

If either Petitioner or Respondent own a manufactured home, together or separately, complete the following information:

a. Address of the manufactured home: _____

in the city of _____ state of _____ .

b. What type of home is it? (single, double-wide, etc.) _____

c. Whose name(s) is on the title? _____

d. When was the home purchased? _____

e. What was the purchase price? _____

f. What is the current values of the home? _____

g. How did you arrive at this value?

h. How much money is still owed on the home? _____

i. If money is owed on the home, who is the money owed to? _____

j. Do you own the land the home sits on, or do you rent a lot? Rent Own

Note: If you own the lot, you must list the land at Paragraph 36.

36. Real Property - Land, Buildings, Contracts for Deed

All real property now owned by Petitioner or Respondent together or separately must be listed. Include real property acquired before the marriage, during the marriage and after separation.

- a. Do Petitioner and Respondent jointly own real property? YES NO
- b. Does Petitioner own real property solely in his/her own name or with someone other than Respondent? YES NO
- c. Does Respondent own real property solely in his/her own name or with someone other than the Petitioner? YES NO UNKNOWN
- d. How many properties are owned by you and your spouse in total?
(If you or your spouse do not own any property, answer this question and then skip to #37)
- None One Two Three _____

If you or your spouse own real property, separately or together, complete the following information about the property. If there is more than one piece of real property, photocopy and complete a Real Property Information page for each piece of property. Staple the additional sheets to this Petition and label each sheet "Attachment to Findings of Fact, Conclusions of Law, Order for Judgment, Judgment and Decree of "

Real Property Information

1. Real Estate belongs to: (List full names of all owners)

2. Legal Description is: (The full legal description **must** be included. Copy the legal description from the deed. Do not use the property tax statement legal description. If the legal description is long, you may use an attachment. Type or print neatly.)

3. Street address of the real property is _____

City _____ State _____ Zip Code _____

The property is in _____ County.

4. Purchase Date (month, day , year) _____ and purchase price: _____

5. Mortgages or loans: (List all mortgages and loans on the property)

There are no mortgages or loans on this property.

1st Mortgage: Amount currently owed: _____

Name of lender: _____

2nd Mortgage: Amount currently owed: _____

Name of lender: _____

Other mortgages or loans: _____

6. Current Market Value of this property: _____

How did you arrive at this value?

7. This property is the homestead: YES NO

Real Property #2 Information

1. Real Estate belongs to: (List full names of all owners)

2. Legal Description is: (The full legal description **must** be included. Copy the legal description from the deed. Do not use the property tax statement legal description. If the legal description is long, you may use an attachment. Type or print neatly.)

3. Street address of the real property is _____

City _____ State _____ Zip Code _____

The property is in _____ County.

4. Purchase Date (month, day , year) _____ and purchase price: _____

5. Mortgages or loans: (List all mortgages and loans on the property)

There are no mortgages or loans on this property.

1st Mortgage: Amount currently owed: _____

Name of lender: _____

2nd Mortgage: Amount currently owed: _____

Name of lender: _____

Other mortgages or loans: _____

6. Current Market Value of this property: _____

How did you arrive at this value?

7. This property is the homestead: YES NO

37. Retirement Plans

a. Does **Petitioner** have a retirement account? (IRA, 401(k), 403(b) or other) YES NO

The name of the Financial Institution, account holder name, and account number is listed on the Confidential Information Form 11.1 (CON111).

The current balance is: _____

b. Has **Petitioner**, or Petitioner's past or present employer, union, or other group, paid money into a pension, profit sharing, or other retirement plan for Petitioner? YES NO

If YES:

i. The name of the plan is: _____

ii. The employer, union, or group providing the plan is: _____

iii. The date the Petitioner began working at the job, or joined the union or group plan is:

iv. The type of plan is (e.g. defined benefit, defined contribution) _____

v. The present value of the pension or plan is: _____

c. Does **Respondent** have a retirement account? (IRA, 401(k), 403(b), or other) YES NO UNKNOWN

The name of the Financial Institution, account holder name, and account number is listed on the Confidential Information Form 11.1 (CON111).

The current balance is: _____

d. Has **Respondent**, or Respondent's past or present employer, union or other group, paid money into a pension, profit sharing, or other retirement plan for Respondent? YES NO UNKNOWN

If YES, and it is a Pension, Profit-Sharing, or other Retirement Plan:

i. The name of the plan is: _____

ii. The employer, union, or group providing the plan is: _____

iii. The date the Respondent began working at the job, or joined the union or group plan is:

iv. The type of plan is (e.g. defined benefit, defined contribution) _____

v. The present value of the pension or plan is: _____

38. Debts

Does Petitioner have debt? YES NO

Does Respondent have debt? YES NO UNKNOWN

if YES, list debts in your name, your spouse's name and in both names jointly. Include unpaid debts from before the marriage date, during the marriage, and after separation. Fill in all information completely and attach another sheet of paper if necessary.

Money is owed to:	Money was used for:	Whose Name is on Account and when was Debt incurred? Name Date	Balance Owed	Monthly Payment
--------------------------	----------------------------	---	---------------------	------------------------

Total Debt				

39. Name Change

Does Petitioner want to change his/her name? YES NO

If YES, answer (a) through (c) below:

a. Petitioner's name should be changed to:

First Middle Last

Is this a former legal name or maiden name? YES NO

If NO, the reason the Petitioner wants to change to this name is:

b. Petitioner has no intent to defraud or mislead anyone by changing his/her name: True False

c. Has Petitioner been convicted of a felony? YES NO

If YES, has Petitioner given notice of this request for name change to the proper authority as required by Minn. Stat. § 259.13? YES NO

Does Respondent want to change his/her name? YES NO

If YES, answer (a) through (c) below:

a. Respondent's name should be changed to:

First	Middle	Last
Is this a former legal name or maiden name? <input type="radio"/> YES <input type="radio"/> NO		

If NO, the reason the Respondent wants to change to this name is:

b. Respondent has no intent to defraud or mislead anyone by changing his/her name: True False

c. Has Respondent been convicted of a felony? YES NO

If YES, has Respondent given notice of this request for name change to the proper authority as required by Minn. Stat. § 259.13? YES NO

40. Other (Include other facts you think the Court should know.)

BASED UPON THE ABOVE INFORMATION, the Court makes the following:

CONCLUSIONS OF LAW

1. The bonds of matrimony between Petitioner and Respondent are dissolved, so they are single and not married.
2. **Legal Custody:** Legal custody means which parent has a say in the major decisions regarding the children's life including education, religious upbringing, and medical treatment. Granting legal custody to each minor child of the parties as follows:

Name of child

Granting Legal Custody

- | | | |
|-------|--|--|
| _____ | <input type="radio"/> Solely to Petitioner OR | <input type="radio"/> Solely to Respondent OR |
| | <input type="radio"/> Jointly to both parties. | |
| _____ | <input type="radio"/> Solely to Petitioner OR | <input type="radio"/> Solely to Respondent OR |
| | <input type="radio"/> Jointly to both parties. | |
| _____ | <input type="radio"/> Solely to Petitioner OR | <input type="radio"/> Solely to Respondent OR |
| | <input type="radio"/> Jointly to both parties. | |
| _____ | <input type="radio"/> Solely to Petitioner OR | <input type="radio"/> Solely to Respondent OR |
| | <input type="radio"/> Jointly to both parties. | |
| _____ | <input type="radio"/> Solely to Petitioner OR | <input type="radio"/> Solely to Respondent OR |
| | <input type="radio"/> Jointly to both parties. | |

3. **Physical Custody:** Physical custody identifies which parent will handle the routine daily care and control of the children. Granting **physical** custody of each of the minor children of the parties as follows:

Name of child

Granting Physical Custody

- | | | |
|-------|--|--|
| _____ | <input type="radio"/> Solely to Petitioner OR | <input type="radio"/> Solely to Respondent OR |
| | <input type="radio"/> Jointly to both parties. | |
| _____ | <input type="radio"/> Solely to Petitioner OR | <input type="radio"/> Solely to Respondent OR |
| | <input type="radio"/> Jointly to both parties. | |
| _____ | <input type="radio"/> Solely to Petitioner OR | <input type="radio"/> Solely to Respondent OR |
| | <input type="radio"/> Jointly to both parties. | |
| _____ | <input type="radio"/> Solely to Petitioner OR | <input type="radio"/> Solely to Respondent OR |
| | <input type="radio"/> Jointly to both parties. | |
| _____ | <input type="radio"/> Solely to Petitioner OR | <input type="radio"/> Solely to Respondent OR |
| | <input type="radio"/> Jointly to both parties. | |

4. Parenting Time

- a. Petitioner's parenting time shall be: Unsupervised Supervised Reserved

b. Respondent's parenting time shall be: Unsupervised Supervised Reserved

c. Parenting Time Schedule shall be as follows:

(Clearly explain the time each parent will spend with each child. Include the time (o'clock) when the child will transfer from one parent to the other. If you want the order to say who will pick up and drop off the child, include that under "Other.")

Regular schedule:

Monday through Friday:

Weekends:

Summer (if you want a different schedule in the summer):

Telephone contact with the children: Unlimited OR Only at certain times as follows:

(describe the days and times when the parent and the children may have telephone contact)

Exceptions to the Regular Schedule:

You can have a different schedule for holidays, school release days, and birthdays. If you do not want a different schedule, leave it blank.

School Release days or breaks during the school year

Any school release day schedule will supersede the regular parenting schedule.

Birthdays (child's birthday, parent's birthday)

Holidays

Any holiday or birthday schedule will supersede the regular and school release parenting schedule.

Other:

d. Under the above Schedule:

What is the annual number of overnights the children will spend with each parent?

Note: If parenting time is equal, use 182.5 overnights for each parent.

Number of overnights with Petitioner: _____

Number of overnights with Respondent: _____

5. Basic Support for the Joint Children

(Answer a or b)

a. Petitioner Respondent shall pay to Respondent Petitioner

_____ per month starting on (date): _____ as the basic support obligation for the parties' minor children. Any past due amounts of child support are still owed.

If this amount is more or less than the basic support obligation under Minnesota laws, the facts supporting the deviation from the basic amount are:

The monthly amount shall be:

subject to income withholding from the payor's income, regardless of source, by his or her employer, trustee, or other payor of funds and mailed to: Minnesota Child Support Payment Center, P.O. Box 64326, St. Paul, MN 55164-0326. If the person paying child support is self-employed, send payments to Minnesota Child Support Payment Center, P.O. Box 64306, St. Paul, MN 55164-0306. **To start income withholding, Petitioner or Respondent must apply for IV-D services or income withholding-only services at the Child Support office in the County where the children live.** Until income withholding starts, the person owing support shall pay the other parent directly.

OR

The monthly amount shall be paid directly by the parent owing the child support to the parent receiving the child support, payable on the

_____ day of each month.

b. Child Support shall be reserved because:

Either party can ask the court to order the payment of child support in the future by filing a Motion stating that there is a change in circumstances.

6. Health Care Coverage for the Joint Children

Ordering Medical insurance as follows:

a. Petitioner Respondent shall provide medical insurance for the joint children through his/her **employer** or union. The other parent must pay a pro rata share of the health care coverage costs by paying

OR

pay nothing toward the medical insurance costs because he/she is financially unable to contribute to the costs.

OR

- b. Petitioner Respondent shall provide **medical** insurance for the joint children by obtaining and paying for **private insurance**. The other parent must pay a pro rata share of the health care coverage costs by paying

_____ **OR**

- pay nothing toward the medical insurance costs because he/she is financially unable to contribute to the costs.

OR

- c. Petitioner Respondent shall pay _____ per month as reimbursement for Medical Assistance or MinnesotaCare, payable by income withholding through the Minnesota Child Support Payment Center, provided Medical Assistance or MinnesotaCare is open for the joint children.

OR

- d. Reserving the issue of medical insurance for the minor children.

Ordering **Dental** Insurance as follows:

- a. Petitioner Respondent shall provide **dental** insurance for the joint children through his/her **employer or union**. The other parent must pay a pro rata share of the dental coverage costs by paying

_____ **OR**

- pay nothing toward the dental insurance costs because he/she is financially unable to contribute to the costs.

OR

- b. Petitioner Respondent shall provide **dental** insurance for the joint child(ren) children by obtaining and paying for **private insurance**. The other parent must pay a pro rata share of the dental coverage costs by paying

_____ **OR**

- pay nothing toward the dental insurance costs because he/she is financially unable to contribute to the costs.

- c. **Reserving** the issue of dental insurance.

Other:

7. Uninsured and Unreimbursed Medical and Dental Expenses for the Joint Children

a. Petitioner shall pay _____ % of the uninsured and/or unreimbursed medical and dental costs for the joint children of the parties, and Respondent shall pay _____ % based on the percentage share of combined PICS (parental income for determining child support.)

The parent who paid the bill must ask the other parent to pay his/her percentage share. To ask for payment, send to the other parent a) a copy of the bill, b) evidence that you have paid the bill, and c) a letter requesting payment to you in the amount of _____.

This request for payment should be made promptly, and no later than 3 months after the bill is paid. If a request for payment is made after 3 months, there must be exceptional circumstances to support the late request for payment.

The person receiving the request for payment shall make the payment within 30 days. If there is a good reason to question the payment, send a letter to the other parent stating what additional information is needed, or why payment is disputed. If neither payment nor a written letter disputing payment is sent within 30 days of receiving the request for payment, then the unpaid bill can be considered back due child support.

OR

b. Reserving the issue of uninsured and unreimbursed medical and dental costs.

"Uninsured and unreimbursed medical and dental costs" are expenses not covered by insurance, not paid by medical assistance, and not paid by the State of Minnesota. Examples include deductibles, co-pays, and procedures not covered by insurance or assistance. Usually the parent with physical custody of the child will receive and pay the bill for the unreimbursed costs.

If the parents are not able to work out payment problems, either parent can bring a motion in court asking the court to decide the dispute, or asking the court to adjust how they divide the bills, based on changes in the incomes of the parents.

8. Health Care Coverage for the Parties

- a. Each party shall provide for his or her own: medical dental insurance.
- b. _____ (full name) shall provide medical dental insurance for _____ (full name).
- c. Allowing _____ (full name), at his/her own expense, to continue the dependent coverage available under the other party's insurance plan, pursuant to federal and state statutes.
- d. Reserving the issue of medical and dental insurance for the parties.

9. Child Care Support

- a. Petitioner shall pay _____ per month for child care expenses, and Respondent shall pay _____ per month for child care expenses;

OR

- b. Reserving the issue of child care expenses.

10. Spousal Maintenance

- a. Neither party is awarded spousal maintenance.
- b. Maintenance is reserved because:

Either party can ask the court to order the payment of spousal maintenance in the future by filing a Motion stating a change in circumstances.

- c. Petitioner Respondent shall pay permanent spousal maintenance to the other party in the amount of _____ per month starting on (date): _____
Any past due amounts are still owed.
- d. Petitioner Respondent shall pay temporary spousal maintenance to the other party in the amount of _____ per month starting on (date): _____
Any past due amounts are still owed.

The monthly amount of permanent or temporary spousal maintenance shall be:

subject to income withholding from the payor's income, regardless of source, by his or her employer, trustee, or other payor of funds and mailed to: Minnesota Child Support Payment Center, P.O. Box 64326, St. Paul, MN 55164-0326. If the person paying spousal support is self-employed, send payments to Minnesota Child Support Payment Center, P.O. Box 64306, St. Paul, MN 55164-0306. **To start income withholding, Petitioner or Respondent must apply for income withholding at the Child Support office in their County.** Until income withholding starts, the person owing maintenance shall pay the amount directly to the spouse receiving it.

OR

maintenance shall be paid directly by the spouse owing the maintenance to the spouse receiving it, payable on the _____ day of each month.

11. Vehicles

The vehicles are awarded as follows, and the party receiving the vehicle shall pay for any loans or insurance for such vehicle:

Year / Make / Model	Awarded To:

12. Marital Property

The parties' marital property, household goods, furniture and furnishings are awarded:

- a. As currently divided **OR**
- b. As follows (attach additional page if necessary):

To Petitioner:

To Respondent:

13. Non-Marital Property

The parties' non-marital property is awarded:

- a. As currently divided **OR**
- b. As follows (attach additional page if necessary):

To Petitioner:

To Respondent:

14. Cash and Accounts

a. Awarding the savings and investments as follows:

Institution	Type of Account	Amount	Awarded to

- b. Awarding any cash not included in a. above to the party who currently has the cash
OR
- c. Awarding cash as follows:

15. Business

- None **OR**
- Awarding the parties' **business** as follows:

16. Manufactured Home

- None **OR**
- Awarding the manufactured home located at:

Street address	City	State

to Petitioner Respondent. The debt on the manufactured home owed to:

shall be paid by Petitioner Respondent.

17. Real Property

- None **OR**
- Awarding solely to Petitioner Respondent all right, title, and interest of
Petitioner and Respondent in the real property located at:

Street address _____
 in the City of _____, County of _____
 State of _____, which has the following legal description:

with the following mortgages and loans to be paid, after the divorce is final by,

- Petitioner Respondent:

1st Mortgage: Amount currently owed: _____ and name of lender: _____

2nd Mortgage: Amount currently owed: _____

and name of lender:

and subject to the following liens or other agreements:

- A lien in favor of Petitioner Respondent in the amount of _____ .
- Other conditions or agreements about the property: (describe in detail)

18. Additional Real Property

- None **OR**
- Awarding solely to Petitioner Respondent all right, title, and interest of

Petitioner and Respondent in the real property located at:

Street address _____
 in the City of _____ , County of _____
 State of _____ , which has the following legal description:

with the following mortgages and loans to be paid, after the divorce is final by,

- Petitioner Respondent:

1st Mortgage: Amount currently owed: _____ and name of lender:

2nd Mortgage: Amount currently owed: _____ and name of lender:

and subject to the following liens or other agreements:

- A lien in favor of Petitioner Respondent in the amount of _____ .
- Other conditions or agreements about the property: (describe in detail)

19. Retirement Funds

a. Awarding Petitioner's pension, profit sharing, retirement plan, I.R.A., or 401(k) or other retirement fund as follows:

- Petitioner has no retirement funds **OR**
 - 100% to Petitioner **OR**
 - Other (describe in detail):
-

b. Awarding Respondent's pension, profit sharing, retirement plan, I.R.A., or 401(k) or other retirement fund as follows:

- Responder has no retirement funds **OR**
 - 100% to Respondent **OR**
 - Other (describe in detail):
-
-

20. Debts

- a. The debts are divided as follows. The person ordered to pay a debt hold the other person harmless from any responsibility for the debt. *Include all debts listed at 38 above.*

Debt Owed To:	To Be Paid By:

- b. Each party is solely responsible for paying any other debts incurred solely by him or her and each party shall hold the other harmless from any responsibility for such separately incurred debts.

21. Name Change

- Neither party is requesting a name change; **OR**

- Changing Petitioner's name to:

First Middle Last

- Changing Respondent's name to:

First Middle Last

22. Paternity Questions

Check only if applicable:

- The Petitioner does not have a parent - child relationship with a child or children named: _____

born to the Respondent during the marriage, and Petitioner is not the father.

- The issue of paternity of the unborn child of Petitioner is reserved.

- The Respondent does not have a parent - child relationship with a child or children named: _____

born to the Petitioner during the marriage, and Respondent is not the father.

- The issue of paternity of the unborn child of Respondent is reserved.

23. Other

24. Each party shall execute any and all documents necessary to transfer real and personal property as awarded herein without further order of the Court. Should either party fail to execute the necessary documents, a certified copy of the Judgment and Decree shall operate to transfer title as awarded herein.
25. Petitioner shall personally serve Respondent with a copy of the Judgment and Decree by having someone else (the server) hand a copy to Respondent. The server's Affidavit of Personal Service, filed with the Court by Petitioner, will be proof of service. If Respondent agreed in a Marital Termination Agreement to be served with a copy of the Judgment and Decree by mail, then Petitioner may serve Respondent with a copy of the Judgment and Decree by having someone else mail the copy to Respondent by first class U.S. mail at Respondent's residence or last known address. The server's affidavit of Service by Mail, filed with the Court by Petitioner, will be proof of service. This shall constitute due and proper service of the Decree.
26. NOTICE: APPENDIX A SHALL BE INCORPORATED AND MADE A PART OF THE JUDGMENT AND DECREE. Appendix A contains provisions regarding Payments to Public Agency, Minnesota Statutes § 518A.50; Depriving Another of Custodial or Parental Rights-A Felony, Minnesota Statutes § 609.26; Rules of Support, Maintenance, Parenting Time; Parental Rights from Minnesota Statutes § 518.17, subdivision 3; Wage and Income Deduction of Maintenance and Child Support pursuant to, Minnesota Statutes § 518A.53; Change of Address or Residence; Cost of Living Increase of Maintenance and Support pursuant to Minnesota Statutes § 518A.75; Judgments for Unpaid Maintenance and Child Support pursuant to Minnesota Statutes § 548.091; Medical Insurance and Expenses pursuant to Minnesota Statutes § 518A.41; and Minnesota Statutes § 259.115 regarding criminal penalties for failure to comply with felon name change law.

**ORDER FOR JUDGMENT
LET JUDGMENT BE ENTERED IMMEDIATELY**

The foregoing facts were found by me after due hearing and the Order thereon is recommended. BY THE COURT

District Court Referee

Judge of District Court

Dated: _____

Dated: _____

JUDGMENT

I certify the above *Conclusions of Law* are the Judgment of the Court and Judgment is hereby entered.

Court Administrator

Deputy Court Administrator

Dated: _____

APPENDIX A

NOTICE IS HEREBY GIVEN TO THE PARTIES:

I. PAYMENTS TO PUBLIC AGENCY. According to Minnesota Statutes, section 518A.50, payments ordered for maintenance and support must be paid to the Minnesota child support payment center as long as the person entitled to receive the payments is receiving or has applied for public assistance or has applied for support and maintenance collection services. Parents mail payments to: P.O. Box 64326, St. Paul, MN 55164-0326. Employers mail payments to: P.O. Box 64306, St. Paul, MN 55164.

II. DEPRIVING ANOTHER OF CUSTODIAL OR PARENTAL RIGHTS -- A FELONY. A person may be charged with a felony who conceals a minor child or takes, obtains, retains, or fails to return a minor child from or to the child's parent (or person with custodial or parenting time rights), according to Minnesota Statutes, section 609.26. A copy of that section is available from any court administrator.

III. NONSUPPORT OF A SPOUSE OR CHILD – CRIMINAL PENALTIES. A person who fails to pay court ordered child support or maintenance may be charged with a crime, which may include misdemeanor, gross misdemeanor, or felony charges, according to Minnesota Statutes, section 609.375. A copy of that section is available from any district court clerk.

IV. RULES OF SUPPORT, MAINTENANCE, PARENTING TIME.

- A. Payment of support or spousal maintenance is to be as ordered, and the giving of gifts or making purchases of food, clothing, and the like will not fulfill the obligation.
- B. Payment of support must be made as it becomes due, and failure to secure or denial of parenting time is NOT an excuse for nonpayment, but the aggrieved party must seek relief through a proper motion filed with the court.
- C. Nonpayment of support is not grounds to deny parenting time. The party entitled to receive support may apply for support and collection services, file a contempt motion, or obtain a judgment as provided in Minnesota Statutes, section 548.091.
- D. The payment of support or spousal maintenance takes priority over payment of debts and other obligations.
- E. A party who accepts additional obligations of support does so with the full knowledge of the party's prior obligation under this proceeding.
- F. Child support or maintenance is based on annual income, and it is the responsibility of a person with seasonal employment to budget income so that payments are made throughout the year as ordered.
- G. *A Parental Guide to Marking Child-Focused Parenting Time Decisions* is available from any court administrator.
- H. The nonpayment of support may be enforced through the denial of student grants; interception of state and federal tax refunds; suspension of driver's, recreational, and occupational licenses; referral to the department of revenue or private collection agencies; seizure of assets, including bank accounts and other assets held by financial institutions; reporting to credit bureaus; income withholding, and contempt proceedings; and other enforcement methods allowed by law.

- I. The public authority may suspend or resume collection of the amount allocated for child care expenses if the conditions of Minnesota Statutes, section 518A.40, subdivision 4, are met.
- J. The public authority may remove or resume a medical support offset if the conditions of section 518A.41, subdivision 16, are met.

V. MODIFYING CHILD SUPPORT. If either the obligor or obligee is laid off from employment or receives a pay reduction, child support may be modified, increased, or decreased. Any modification will only take effect when it is ordered by the court, and will only relate back to the time that a motion is filed. Either the obligor or obligee may file a motion to modify child support, and may request the public agency for help. **UNTIL A MOTION IS FILED, THE CHILD SUPPORT OBLIGATION WILL CONTINUE AT THE CURRENT LEVEL. THE COURT IS NOT PERMITTED TO REDUCE SUPPORT RETROACTIVELY.**

VI. PARENTAL RIGHTS FROM MINNESOTA STATUTES, SECTION 518.17, SUBDIVISION 3. UNLESS OTHERWISE PROVIDED BY THE COURT:

- A. Each party has the right of access to, and to receive copies of, school, medical, dental, religious training, police reports, and other important records and information about the minor children. Each party has the right of access to information regarding health or dental insurance available to the minor children. Presentation of a copy of this order to the custodian of a record or other information about the minor children constitutes sufficient authorization for the release of the record or information to the requesting party.
- B. Each party has the right to be informed by the other party as to the name and address of the school of attendance of the minor children. Each party has the right to be informed by school officials about the children's welfare, educational progress and status, and to attend school and parent teacher conferences. The school is not required to hold a separate conference for each party.
- C. Each party has the right to be notified by the other party of an accident or serious illness of a minor child, including the name of the health care provider and the place of treatment.
- D. Each party has the right to be notified by the other party if the minor child is the victim of an alleged crime, including the name of the investigating law enforcement officer or agency. There is no duty to notify if the party to be notified is the alleged perpetrator.
- E. Each party has the right of reasonable access and telephone contact with the minor children.

VII. WAGE AND INCOME DEDUCTION OF SUPPORT AND MAINTENANCE. Child support and / or spousal maintenance may be withheld from income, with or without notice to the person obligated to pay, when the conditions of Minnesota Statutes, section 518A.53, have been met. A copy of that section is available from any court administrator.

VIII. CHANGE OF ADDRESS OR RESIDENCE. Unless otherwise ordered, each party shall notify the other party, the court, and the public authority responsible for collection, if applicable, of the following information within ten days of any change: residential and mailing

address, telephone number, driver's license number, social security number, and name, address, and telephone number of the employer.

IX. COST OF LIVING INCREASE OF SUPPORT AND MAINTENANCE. Basic support and / or spousal maintenance may be adjusted every two years based upon a change in the cost of living (using the U.S. Department of Labor, Bureau of Labor Statistics, consumer price index Mpls. St. Paul, for all urban consumers (CPI-U), unless otherwise specified in this order) when the conditions of Minnesota Statutes, section 518A.75, are met. Cost of living increases are compounded. A copy of Minnesota Statutes, section 518A.75, and forms necessary to request or contest a cost of living increase are available from any court administrator.

X. JUDGMENTS FOR UNPAID SUPPORT. If a person fails to make a child support payment, the payment owed becomes a judgment against the person responsible to make the payment by operation of law on or after the date the payment is due, and the person entitled to receive the payment or the public agency may obtain entry and docketing of the judgment without notice to the person responsible to make the payment.

XI. JUDGMENTS FOR UNPAID MAINTENANCE.

- A. A judgment for unpaid spousal maintenance may be entered and docketed when the conditions of Minnesota Statutes, section 548.091, are met. A copy of that section is available from any court administrator.
- B. The public authority is not responsible for calculating interest in any judgment for unpaid spousal maintenance. When providing services in IV-D cases, as defined by Minnesota Statutes, section 518A.26, subdivision 10, the public authority will only collect interest on spousal maintenance if spousal maintenance is reduced to a sum certain judgment.

XII. ATTORNEY FEES AND COLLECTION COSTS FOR ENFORCEMENT OF CHILD SUPPORT. A judgment for attorney fees and other collection costs incurred in enforcing a child support order will be entered against the person responsible to pay support when the conditions of Minnesota Statutes, section 518A.735, are met. A copy of that section and forms necessary to request or contest these attorney fees and collection costs are available from any court administrator.

XIII. PARENTING TIME EXPEDITOR PROCESS. On request of either party or on its own motion, the court may appoint a parenting time expeditor to resolve parenting time disputes under Minnesota Statutes, section 518.1751. A copy of that section and a description of the expeditor process is available from any court administrator.

XIV. PARENTING TIME REMEDIES AND PENALTIES. Remedies and penalties for wrongful denial of parenting time are available under Minnesota Statutes, section 518.175, subdivision 6. These include compensatory parenting time; civil penalties; bond requirements; contempt; and reversal of custody. A copy of that subdivision and forms for requesting relief are available from any court administrator.

In addition to the Notices on the pages above, the following NOTICE applies to all orders addressing custody pursuant to Minn. Stat. § 518.17, subd. 3a.

NOTICE

EACH PARTY IS GRANTED THE FOLLOWING RIGHTS:

1. Right of access to, and to receive copies of, school, medical, dental, religious training, police reports, and other important records and information about the minor children.
2. Right of access to information regarding health or dental insurance available to the minor children.
3. Right to be informed by the other party as to the name and address of the school of attendance of the minor children.
4. Right to be informed by school officials about the children's welfare, educational progress and status, and to attend school and parent-teacher conferences. The school is not required to hold a separate conference for each party, unless attending the same conference would result in violation of a court order prohibiting contact with a party.
5. Right to be notified by the other party of an accident or serious illness of a minor child, including the name of the health care provider and the place of treatment.
6. Right to be notified by the other party if the minor child is the victim of an alleged crime, including the name of the investigating law enforcement officer or agency. There is no duty to notify if the party to be notified is the alleged perpetrator.
7. Right to reasonable access and telephone or other electronic contact with the minor children.