

Morrow County Supplemental Forms **FILING A DISSOLUTION WITH CHILDREN**

This packet is for married couples with at least one minor child, 19-year-old child attending high school full-time, or child with disabilities, who are filing for a dissolution Morrow County, Ohio. We suggest you read these instruction pages completely before starting to complete the included forms.

Most commonly, people file for a dissolution in Morrow County when one or both spouses have resided in Ohio for at least six months and Morrow County for at least 90 days. There are other situations where you can file for a dissolution in Morrow County, but you would need to consult an attorney to determine if those situations apply to you.

You are receiving this packet of documents to file in Court, pro se, for a dissolution. Pro se means you will complete these documents on your own, file them, and represent yourselves. Please note that this packet is intended to help you comply with the local rule requirements of the Common Pleas Court of Morrow County, Domestic Relations Division at the time this packet was created. The Local Rules may change and you may want to check the local rules, at <http://commonpleas.morrowcountyohio.gov/index.php/2012-11-20-02-38-33/domestic-relations-rules> before you file. You will need another packet with Ohio Supreme Court Forms, in addition to this packet of forms, to file for a dissolution. Please make sure you have both packets of forms before you file.

When you have completed the forms in this packet and the Ohio Supreme Court forms you are ready to file at the Clerk of Courts. You will file at The Clerk of Court, located in the Common Pleas Court of Morrow County, 48 E. High St., Mount Gilead, Ohio. We suggest you bring copies when you file. Copies should be made after you have the documents fully completed and notarized. You should bring (3) copies of every filing. If you do not have copies made, the Clerk will make copies at a charge to you. We do not know what this charge will be. We suggest you keep a copy of everything you file, and everything your spouse files, with your important papers.

CAUTION: Divorce, dissolution, and custody affect important rights and involve difficult legal concepts. If you can afford an attorney, it would be reckless to proceed without one. Even licensed attorneys often refer the division of certain assets, such as retirement accounts and real estate, to specialists.

Remember, your spouse's attorney does not represent you and you should not rely upon them for advice or explanations.

By providing these forms, the Legal Aid Society of Columbus and the attorneys who are on its staff have **NOT** agreed to represent you and **WILL NOT** be available to answer your questions regarding these forms.

Forms & Information Needed to File For Dissolution in Morrow County	
Form Name	Purpose
Classification Form	This form is required. Provide the requested information to the best of your ability. Write the words “pro se” by Ohio Supreme Court Registration Number and Trial Attorney. In most cases you will place an “X” by “Dissolution of Marriage, with children.”
Duty to Keep Court Advised of Address Form	This form is recommended, but not required. Complete the blank sections and attach a copy to your Petition (Uniform Domestic Relations Form 17), found in the Ohio Supreme Court Packet. Read this Notice carefully. It outlines your and your spouse’s duty to keep the Court informed of your address during the case.
Application for Child Support Services (IV-D Application) (2 copies)	This form may be required, depending on your situation. If you are not receiving public assistance (such as food stamps/SNAP, Medicaid, cash assistance, etc.) you must complete this form and submit it to Child Support Enforcement Agency. In those situations, both parties must complete this form, even if you are not requesting child support.
Rule 1	<i>Do NOT file this with your other paperwork.</i> This is Rule 1 of the Morrow County Court of Common Pleas, Domestic Relations Division local rules. It states that you are required to attend a Parenting Class before your dissolution is final. One option is Marion County’s P.E.A.C.E. Program. To register for that course call the Marion County Family Court at (740) 223-4060. Other courses may be accepted, but you may be required to contact the Court for permission.

IN THE COURT OF COMMON PLEAS OF MORROW COUNTY, OHIO
CLASSIFICATION FORM

CASE NO. _____

CASE NAME: _____

PLEASE INDICATE CLASSIFICATION INTO WHICH THIS CASE FALLS:

CIVIL

- | | |
|--------------------------|-----------------------|
| <input type="checkbox"/> | Professional Tort |
| <input type="checkbox"/> | Product Liability |
| <input type="checkbox"/> | Other Torts |
| <input type="checkbox"/> | Workers Compensation |
| <input type="checkbox"/> | Foreclosure |
| <input type="checkbox"/> | Administrative Appeal |
| <input type="checkbox"/> | Complex Litigation |
| <input type="checkbox"/> | Other Civil |

A
B
C
D
E
F
G
H

DOMESTIC RELATIONS

- | | | |
|--------------------------|--|---|
| <input type="checkbox"/> | Termination of Marriage, with children | A |
| <input type="checkbox"/> | Termination of Marriage, no children | B |
| <input type="checkbox"/> | Dissolution of Marriage, with children | C |
| <input type="checkbox"/> | Dissolution of Marriage, no children | D |
| <input type="checkbox"/> | Change of Custody | E |
| <input type="checkbox"/> | Visitation Enforcement/Modification | F |
| <input type="checkbox"/> | Support Enforcement/Modification | G |
| <input type="checkbox"/> | Domestic Violence | H |
| <input type="checkbox"/> | U.I.F.S.A. | I |
| <input type="checkbox"/> | All Others | J |

PLEASE PRINT OR TYPE THE INFORMATION REQUESTED BELOW

Date: _____

Trial Attorney _____

Ohio Supreme Court

Registration No.: _____

Address: _____

Telephone: _____

Fax: _____

DUTY TO KEEP COURT ADVISED OF ADDRESS

During the pendency of any case or Motion, all Notices directed to a Party to the case will be sent to the address the Party has listed upon the Complaint, Petition or Motion. All Parties to a case not represented by an attorney, must, during the pendency of the case advise the Court, in writing, of his or her address if the address is different than that listed upon the Complaint, Petition or Motion or if the address otherwise changes during the pendency of the case. Failure to do so may result in Hearings being had and relief granted in default of a Party's appearance.

A copy of this Rule shall be served with all Complaints, Petitions and Motion filed on or after May 1, 2003.

The Form contained herein may be used to comply with this Rule and should be sent or delivered to the Clerk of the Court of Common Pleas of Morrow County, Ohio, 48 East High St., Mt Gilead, OH 43338. Additional copies of this Form may be obtained from the Clerk.

TO THE CLERK OF THE COURT OF COMMON PLEAS OF Morrow, OHIO:

REGARDING CASE NAME: _____ CASE NUMBER: _____

Now comes _____, the _____ herein, and advises the

Court that my addresses are as follows:

Residence address: Mailing address, if different

_____	_____
_____	_____
_____	_____

APPLICATION FOR CHILD SUPPORT SERVICES NON-PUBLIC ASSISTANCE APPLICANT/RECIPIENT

IMPORTANT: If you are receiving ADC or Medicaid, do not complete this application because you became eligible for child support services when you signed the ADC/Medicaid application.

I, _____, request child support services from the _____ CSEA (Child Support Enforcement Agency). I understand and agree to the following:

- A. I am a resident of the county in which services are requested and no other Ohio county has jurisdiction over support – OR – I am requesting services from the Ohio county of jurisdiction.
- B. The only fee that can be charged for services is a one dollar application fee. Some counties pay this fee for the applicants.
- C. Recipients of child support services shall cooperate to the best of their ability with the CSEA. (See attached rights and responsibility information).
- D. In providing IV-D services, the CSEA and any of its contracted agents (e.g., prosecutors, attorneys, hearing officers, etc.) represent the best interest of the children of the state of Ohio and do not represent any IV-D recipient or the IV-D recipient's personal interest.

The Child Support Enforcement Agency can assist you in providing the following services:

- 1. **Location of Absent Parents.**
The agency can assist in finding where an absent parent is currently living, in what city, town, or state. The applicant can request 'Location Only Services', if the sole need is to find the whereabouts of the absent parent.
- 2. **Establishment or Adjustment of Child Support and Medical Support.**
The CSEA can assist you to obtain an order for support if you are separated, have been deserted, or need to establish paternity (fatherhood). The CSEA can also assist you in changing the amount of support orders (adjustment), and to establish a medical support order.
- 3. **Enforcement of Existing Orders.**
The CSEA can help you collect current and past-due child support.
- 4. **Federal and State Income Tax Refund Offset Submittals for the Collection of Child Support Arrearages.**
The agency can collect past-due support (arrearages) by intercepting a payor's federal and state income tax refunds in some cases.
- 5. **Withholding of Wages and Unearned Income for the Payment of Court Ordered Support.**
The agency can help you get payroll deductions for current and past-due child support and can intercept unemployment compensation to collect child support.
- 6. **Establishment of Paternity.**
The agency can obtain an order for the establishment of paternity (fatherhood), if you were not married to the father of the child. An absent parent may request paternity services.
- 7. **Collection and Disbursement of Payments.**
The CSEA can collect the child support for you, and send you a check for the amount of the payments received. Past-due support collected will be paid to you until all of the past-due support you are owed is paid.
- 8. **Interstate Collection of Child Support.**
The agency can assist you in collecting support if the payor is living in another state or in some foreign countries.

APPLICANT INFORMATION

Name: _____	Date of Birth: _____
Home Address: _____ _____	Mailing Address: _____ _____
Home Phone #: _____	
Social Security #: _____	Sex: _____
Race: _____	<input type="checkbox"/> Single <input type="checkbox"/> Married
Relationship to Children: _____	<input type="checkbox"/> Divorced <input type="checkbox"/> Separated
Military Service _____	Ever been on _____
(Branch, Dates): _____	Public Assistance? _____
_____	(When and Where) _____

EMPLOYER INFORMATION

Employer Name: _____	Employer Phone #: _____
Employer _____	Is Medical Insurance Available? _____
Address: _____	_____
_____	_____

	CHILD 1	CHILD 2	CHILD 3
Name:			
Sex:			
Race:			
Social Security #:			
Date of Birth:			
Home Address:			

Location of Birth:
(Country, State, City)

Has Paternity
(Fatherhood)
been Established?

Name(s) of
Absent Parent(s):

Is there an Order
for Support?

Is the Child
covered by Medical
Insurance?

ABSENT PARENT INFORMATION

PARENT 1

PARENT 2

PARENT 3

Name (and alias):

Home Address:

Mailing Address:

Social Security #:

Date of Birth:

Location of Birth
(Country, State, City):

Race:

Sex:

Height / Weight:

Hair / Eye Color:

Identifying Marks
(Tattoos, scars, etc.):

Names of
Children:

Name and Address of
Employer:

Employer Phone #:			
Medical Insurance Provided?			
Support Order #:			
Date of Support Order:			
Amount of Support:	\$	\$	\$
Order Frequency:	Per	Per	Per
Location where Order was issued:			
Military Service (Branch, Dates):			
Ever Incarcerated? (Location, Dates):			
Arrest Record (Location, Dates):			
Name, Address Current Spouse:			
Father's Name:			
Mother's Name (Maiden):			
Ever been on Public Assistance? (Location, Dates)			

Type(s) of Service(s) Requested:

- ☐ All services listed
- ☐ Location of absent parent only
- ☐ Other (please explain)

I understand that the Child Support Agency within 20 days of receiving this application will contact me by a written notice to inform me if my case has been accepted for child support services (IV-D Services).

Signature of Applicant: _____

Date: _____

RULE 1

Seminar for Separating Parents. All parents in Divorce, Legal Separation, or Dissolution actions in which there are minor children shall attend an educational seminar for separating parents prior to the date of the final hearing. No action shall proceed to final hearing until this rule is complied with, however, the court may waive the requirement for good cause shown. Seminar attendance may be required by court order in connection with post-decree motions seeking a change of parental rights or visitation. One such program is the P.E.A.C.E. program. (offered in the Marion County Court of Common Pleas). Attendance at other similar programs may be acceptable to the court, but parents should contact the court's administrative assistant for domestic cases to assure that the program meets with court approval