

ALLOCATION of PARENTAL RESPONSIBILITIES

www.gofourth.org for all FCF Forms
www.courts.state.co.us for all JDF Forms (Self Help)

Statutory 6 month period for purposes of

Petition for Allocation of Parental Responsibilities, **JDF 1413**
 With Domestic Relations Case Information Sheet, **JDF 1000**

- Service of Summons is Completed by: **JDF 1414**
1. Co-Petition Filing with Petitioner
 2. Summons and Waiver/Acceptance of Service
 3. Summons and Return of Service
 4. Special Instruction for Service by Publication (JDF 1301 & 1302)

Mandatory Initial Status Conference for both Parties with Family Court Facilitator

Statutory 20-30 day response period begins once Service of Summons is properly completed.

- Forms to Be Submitted **after** Service of Summons is completed
1. Standard Order to Parents **FCF 900**, and Notice of Applicability of Family Court, **FCF 700**
 2. Both Parents must attend the Parenting Seminar
 3. Sworn Financial Statement of Father, **JDF 1111**
 4. Sworn Financial Statement of Mother, **JDF 1111**
 5. Child Support Worksheet, **JDF 1820 or 1821**
 6. Parenting Plan, **JDF 1113**
 7. Case Management Order, **FCF 400**

OPTIONAL (30-45 Day Delay)

- After the opposing party has been properly served the steps to schedule a hearing for **Temporary Orders** include the following forms:
1. Motion For Temporary Orders, JDF 1106
 2. Proposed Parenting Plan, JDF 1113
 3. Child Support Worksheet, JDF 1820 or 1821
 4. Sworn Financial Statement, JDF 1111
 5. Notice to Set For Pro Se's Temporary Orders Hearing, **FCF 1010**

Mediation is mandatory and required when the parties are unable to agree as to terms which relate to the division of property/debts and child (ren) with parenting time-allocation of parental authority-support. Parties are required to file the request in writing (FORMS FCF 300a) with the Office of Alternative Dispute Resolution to schedule mediation to assist them in resolving issues that are being contested. The parties may also elect to complete mediation with a Mediator from the community outside the courthouse.

- After the statutory 20-30 day response period, and if all the documents required above have been filed with the Office of the Clerk of the court, you may file the documents to schedule a Final Orders Hearing.
1. If the Final Hearing is **UNCONTESTED** file a Notice to Set Uncontested, **FCF 1015**. (30 to 60 day delay)
 2. If the issues in your Final Hearing are **CONTESTED**, you and your spouse disagree, you must file a **Notice to Set** and a **Notice of Hearing** to schedule a date for a court hearing before the District Court Judge assigned to your case, **JDF 1122** Instructions, **1123** and **1124**. (4 to 6 month delay)
 3. **The hearing will not go forward unless the mediation requirement has been met and the parties have fully complied with the Case Management Order issued at the time of the setting.**

1. Order for Allocation of Parental Responsibilities JDF 1422 (Bring to Final Hearing)

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