

**Coos Family Law Resource Center**  
**REQUIRED CLIENT INTAKE FORM**

People who wish to represent themselves in a family law court action may use our service after signing this form. **You are advised to consult with a lawyer. We cannot tell you your rights or help you with legal strategy.**

We can provide you with some forms and try to answer your basic questions about court procedure. **We cannot tell you what legal action you should take, tell you which form you should use in your case or fill out forms for you.** There may be other legal remedies available to you not addressed by these forms.

We may also assist your spouse or opposing party in your case by answering questions about forms and procedures, just as we are assisting you. Any meetings or conversations you have with us are **NOT CONFIDENTIAL**, since we are located in a public place where others may be present.

We assume no responsibility for the accuracy or legal effects of the information contained in any written or verbal instructions or forms staff may give you.

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**I have read the information and understand it fully. I understand that it would be wise to consult with an attorney and that it is my choice whether I do or not.**

Print Name: \_\_\_\_\_ Age: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Tell us which packet you want today:**

**Divorce (Dissolution) Packets:**

- \_\_\_ Divorce (Dissolution) with Children
- \_\_\_ Response to Divorce with Children
- \_\_\_ Divorce (Dissolution without Children)
- \_\_\_ Response to Divorce without Children
- \_\_\_ Co-Petitioner Divorce with Children
- \_\_\_ Co-Petitioner Divorce without Children
- \_\_\_ Summary Dissolution (special requirements)

**Unmarried Parents:**

- \_\_\_ Petition: Custody/Parenting Time/Support
- \_\_\_ Response to Petition for Custody
- \_\_\_ Request to Establish Paternity

**Separation Packets:**

- \_\_\_ Separation: Children
- \_\_\_ Response: Children
- \_\_\_ Separation: No Children
- \_\_\_ Response: No Children
- \_\_\_ Prejudgment conversion to Dissolution
- \_\_\_ Conversion of Judgment to Dissolution
- \_\_\_ Motion to Vacate or Modify Separation

**Enforcement of Custody/Parenting Time:**

- \_\_\_ Parenting Time Enforcement
- \_\_\_ Custody Enforcement
- \_\_\_ Out of State Judgment Registration and Enforcement

**Modifications:**

- \_\_\_ Motion: Modification of Custody/PT/Child Support
- \_\_\_ Response to Modification Request
- \_\_\_ Stipulation to amend Custody/PT/Child Support
- \_\_\_ Stipulation to amend Parenting Time only

**Other Packets:**

- \_\_\_ Motion and Affidavit to Waive Fees
- \_\_\_ Motion and Order for Status Quo
- \_\_\_ Request for Hearing on Status Quo
- \_\_\_ Motion for Post-judgment Status Quo Order
- \_\_\_ Motion for Temporary Custody – “Immediate danger”
- \_\_\_ Motion for Default Judgment
- \_\_\_ Request for Waiver of 90 Day Waiting Period
- \_\_\_ Uniform Support Affidavit
- \_\_\_ Motion for Entry of Judgment in Lieu of Hearing
- \_\_\_ Respondents Waiver of Further Acceptance
- \_\_\_ Respondent’s Military Waiver of Right to Stay Proceedings
- \_\_\_ Alternative Forms of Service
- \_\_\_ Motion for Non-Disclosure of Personal Info
- \_\_\_ Governing Support Judgment
- \_\_\_ Motion for Change of Venue
- \_\_\_ Motion to Transfer Case
- \_\_\_ Motion to Correct Clerical Error in Judgment

**STAFF USE ONLY**

Male/Female

Repeat Client?    Yes            No

Date                    Time in            Time Out    Purpose of meeting (circle one)

\_\_\_\_\_                \_\_\_\_\_            \_\_\_\_\_    forms    review    information only    completion

Referred by:    Self            Friend/Family    Agency    Courts            WSRC

Forms by Type:

\_\_\_    Dissolution Forms

\_\_\_    Unmarried Parents Forms

\_\_\_    Separation Forms

\_\_\_    Enforcement Forms

\_\_\_    Modification Forms

\_\_\_    Waiver of fees

\_\_\_    Other Forms

Notes:

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