

SUPERIOR COURT OF CALIFORNIA  
COUNTY OF KERN

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**RESPONSE TO  
DISSOLUTION/LEGAL SEPARATION/NULLITY**

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**HOW TO RESPOND**

1. **COMPLETE THE FORMS.** (Type or print, blue or black ink only. Writing must be legible)
  - Response (FL-120)
  - Property Declaration (FL-160) *(only if you have property)*

IF PARTIES HAVE MINOR CHILDREN OF THE MARRIAGE, ALSO COMPLETE THE FOLLOWING FORMS:

  - Child Custody and visitation Application Attachment (FL-311)
  - Declaration Under UCCJEA (FL-105)
2. **DATE, PRINT NAME AND SIGN ALL FORMS BEFORE FILING.**
3. **MAKE COPIES OF EACH FORM.** Make two (2) copies of each form, front and back pages.
4. **SERVE YOUR DOCUMENTS.** Have a copy of the Response “served” on the other party by mail or personal service. To “**SERVE**” means that someone other than you, over the age of 18, and not a party to this action delivered (served) one of the copies of the papers to the other party. The Response must be served on the other party and filed with the Court no later than **30 days from the date you were served with the Summons and Petition.**
5. **COMPLETE PROOF OF SERVICE.** Once service is complete, the person who served the papers must complete and sign the PROOF OF SERVICE BY MAIL (Form FL-335) included in this packet. This form **must** be attached to your Response when filing. \*If service was in person, the server must complete and sign the PROOF OF PERSONAL SERVICE (Form FL-330) -forms available on-line at [www.courts.ca.gov/forms](http://www.courts.ca.gov/forms).
6. **FILE WITH COURT.** File the original and copy with the Family Law Department. The clerk will keep the original and return the filed stamped copy for your records.
7. **FILING FEE.** There is a filing fee of **\$435.00**. If you cannot afford the filing fee, you may be eligible to have the fee “waived” by completing an **Application for Fee Waiver**– *ask the clerk for a packet.*
8. **FOLLOW-UP. These forms only respond to the action.** \*Note: In order to obtain an enforceable order or a Judgment (Final Order) additional forms are required – *ask the clerk for further packets.*

**WARNING: NEITHER PARTY MAY REMARRY OR ENTER INTO A NEW DOMESTIC PARTNERSHIP UNTIL AFTER THE EFFECTIVE DATE OF THE TERMINATION OF MARITAL OR DOMESTIC PARTNERSHIP STATUS IS SHOWN ON THE JUDGMENT (FL-180).**

**NOTICE**

PERSONNEL OF THE CLERKS OFFICE OF THE SUPERIOR COURT ARE NOT ALLOWED BY  
LAW TO GIVE LEGAL ADVICE OR ASSIST IN THE PREPARATION OF ANY FORMS.

**PURSUANT TO CA RULE OF COURT 2.200, A PARTY WHOSE ADDRESS CHANGES WHILE AN ACTION IS PENDING MUST SERVE ON ALL PARTIES AND FILE A WRITTEN NOTICE OF CHANGE OF ADDRESS WITH THE COURT- Ask the clerk for a Notice of Change of Address and Other Contact Information form**

a. ☐ We are married.

b. ☐ We are domestic partners and our domestic partnership was established in California.

c. ☐ We are domestic partners and our domestic partnership was NOT established in California.

a. ☐ Petitioner ☐ Respondent has been a resident of this state for at least six months and of this county for at least three months immediately preceding the filing of this *Petition*. *(For a divorce, unless you are in the legal relationship described in 1b., at least one of you must comply with this requirement.)*

b. ☐ Our domestic partnership was established in California. Neither of us has to be a resident or have a domicile in California to dissolve our partnership here.

c. ☐ We are the same sex, were married in California, but currently live in a jurisdiction that does not recognize, and will not dissolve, our marriage. This *Petition* is filed in the county where we married.

Petitioner lives in (specify): \_\_\_\_\_ Respondent lives in (specify): \_\_\_\_\_

a. ☐ (1) Date of marriage (*specify*): \_\_\_\_\_ (2) Date of separation (*specify*): \_\_\_\_\_  
(3) Time from date of marriage to date of separation (*specify*): \_\_\_\_\_ Years \_\_\_\_\_ Months

b. ☐ (1) Registration date of domestic partnership with the California Secretary of State or other state equivalent (*specify below*): \_\_\_\_\_  
(2) Date of separation (*specify*): \_\_\_\_\_  
(3) Time from date of registration of domestic partnership to date of separation (*specify*): \_\_\_\_\_ Years \_\_\_\_\_ Months

a. ☐ There are no minor children.

b. ☐ The minor children are:  
Child's name

c. If any children were born before the marriage or domestic partnership, the court has the authority to determine those children to be children of the marriage or domestic partnership.

d. If there are minor children of Petitioner and Respondent, a completed *Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)* (form FL-105) must be attached.

e. ☐ Petitioner and Respondent signed a voluntary declaration of parentage or paternity. (*Attach a copy if available.*)

|                            |              |
|----------------------------|--------------|
| PETITIONER:<br>RESPONDENT: | CASE NUMBER: |
|----------------------------|--------------|

**Respondent requests that the court make the following orders:**
**5. LEGAL GROUNDS** (Family Code sections 2200–2210; 2310–2312)

- a. ☐ **Respondent contends** that the parties never legally married or registered a domestic partnership.
- b. ☐ **Respondent denies** the grounds set forth in item 5 of the petition.
- c. ☐ **Respondent requests**
- (1) ☐ Divorce ☐ Legal separation of the marriage or domestic partnership based on  
       (a) ☐ irreconcilable differences. (b) ☐ permanent legal incapacity to make decisions.
- (2) ☐ Nullity of void marriage or domestic partnership based on  
       (a) ☐ incest. (b) ☐ bigamy.
- (3) ☐ Nullity of voidable marriage or domestic partnership based on  
       (a) ☐ respondent's age at time of registration of domestic partnership or marriage. (d) ☐ fraud.  
       (b) ☐ prior existing marriage or domestic partnership. (e) ☐ force.  
       (c) ☐ unsound mind. (f) ☐ physical incapacity.

**6. CHILD CUSTODY AND VISITATION (PARENTING TIME)**
**Petitioner    Respondent    Joint    Other**

- |                                                          |                          |                          |                          |                          |
|----------------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| a. Legal custody of children to .....                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Physical custody of children to .....                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Child visitation (parenting time) be granted to ..... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

As requested in ☐ form FL-311 ☐ form FL-312 ☐ form FL-341(C)  
☐ form FL-341(D) ☐ form FL-341(E) ☐ Attachment 6c(1)

**7. CHILD SUPPORT**

- a. If there are minor children born to or adopted by Petitioner and Respondent before or during this marriage or domestic partnership, the court will make orders for the support of the children upon request and submission of financial forms by the requesting party.
- b. An earnings assignment may be issued without further notice.
- c. Any party required to pay support must pay interest on overdue amounts at the "legal" rate, which is currently 10 percent.
- d. ☐ Other (*specify*):

**8. SPOUSAL OR DOMESTIC PARTNER SUPPORT**

- a. ☐ Spousal or domestic partner support payable to ☐ Petitioner ☐ Respondent
- b. ☐ Terminate (end) the court's ability to award support to ☐ Petitioner ☐ Respondent
- c. ☐ Reserve for future determination the issue of support payable to ☐ Petitioner ☐ Respondent
- d. ☐ Other (*specify*):

**9. SEPARATE PROPERTY**

- a. ☐ There are no such assets or debts that I know of to be confirmed by the court.
- b. ☐ Confirm as separate property the assets and debts in ☐ Property Declaration (form FL-160). ☐ Attachment 9b.  
☐ the following list. Item Confirm to

|                            |              |
|----------------------------|--------------|
| PETITIONER:<br>RESPONDENT: | CASE NUMBER: |
|----------------------------|--------------|

**10. COMMUNITY AND QUASI-COMMUNITY PROPERTY**

- a. ☐ There are no such assets or debts that I know of to be divided by the court.
- b. ☐ Determine rights to community and quasi-community assets and debts. All such assets and debts are listed  
☐ in *Property Declaration* (form FL-160). ☐ in Attachment 10b.  
☐ as follows (*specify*):

**11. OTHER REQUESTS**

- a. ☐ Attorney's fees and costs payable by ☐ Petitioner ☐ Respondent
- b. ☐ Respondent's former name be restored to (*specify*):
- c. ☐ Other (*specify*):

☐ Continued on Attachment 11c.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

(TYPE OR PRINT NAME)

(SIGNATURE OF RESPONDENT)

Date:

(TYPE OR PRINT NAME)

(SIGNATURE OF ATTORNEY FOR RESPONDENT)

**FOR MORE INFORMATION:** Read *Legal Steps for a Divorce or Legal Separation* (form **FL-107-INFO**) and visit "Families Change" at [www.familieschange.ca.gov](http://www.familieschange.ca.gov) — an online guide for parents and children going through divorce or separation.

**NOTICE:** You may redact (black out) social security numbers from any written material filed with the court in this case other than a form used to collect child, spousal or partner support.

**NOTICE—CANCELLATION OF RIGHTS:** Dissolution or legal separation may automatically cancel the rights of a domestic partner or spouse under the other domestic partner's or spouse's will, trust, retirement plan, power of attorney, pay-on-death bank account, survivorship rights to any property owned in joint tenancy, and any other similar thing. It does not automatically cancel the right of a domestic partner or spouse as beneficiary of the other partner's or spouse's life insurance policy. You should review these matters, as well as any credit cards, other credit accounts, insurance policies, retirement plans, and credit reports, to determine whether they should be changed or whether you should take any other actions. Some changes may require the agreement of your partner or spouse or a court order.

**The original response must be filed in the court with proof of service of a copy on Petitioner.**

|                                                                                                                                                                             |                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| ATTORNEY OR PARTY WITHOUT ATTORNEY<br>NAME:<br>FIRM NAME:<br>STREET ADDRESS:<br>CITY: STATE: ZIP CODE:<br>TELEPHONE NO.: FAX NO.:<br>EMAIL ADDRESS:<br>ATTORNEY FOR (name): | <b>FOR COURT USE ONLY</b> |
| <b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b><br>STREET ADDRESS:<br>MAILING ADDRESS:<br>CITY AND ZIP CODE:<br>BRANCH NAME:                                                 |                           |
| <i>(This section applies to cases other than probate guardianships.)</i><br>PETITIONER:<br>RESPONDENT:<br>OTHER PARTY:<br>CHILD'S NAME (Juvenile cases only):               |                           |
| <i>(This section applies only to probate guardianship cases.)</i><br>GUARDIANSHIP OF (name): <span style="float: right;">Minor</span>                                       | CASE NUMBER:              |
| <b>DECLARATION UNDER UNIFORM CHILD CUSTODY<br/>JURISDICTION AND ENFORCEMENT ACT (UCCJEA)</b>                                                                                |                           |

1. I am (check one): ☐ a party to this proceeding to determine custody of a child ☐ the authorized representative of the agency, which is a party to this proceeding to determine custody of a child.
2. There are (specify number): \_\_\_\_\_ minor children who are subject to this proceeding, as follows (list oldest child first):

| Full name | Date of birth | Place of birth (city and state) |
|-----------|---------------|---------------------------------|
| a.        |               |                                 |
| b.        |               |                                 |
| c.        |               |                                 |
| d.        |               |                                 |

☐ Check this box if you need to list more children. (On form MC-020 or a separate piece of paper, write "FL-105, Attachment 2, Additional Children" at the top, provide all requested information for each additional child, and attach to this form.)

3. a. ☐ Check this box if there is only one child or if all of the children listed in item 2 have lived together for the past five years. (Provide the current address of the child listed in item 2a and their residence history for the past **five years**. If the current address is confidential under Family Code section 3429, check the box and provide only the state of residence.)

| Dates of residence (Month/Year) |            | Residence (City/State)                                  | Person child lived with and complete current address    | Relationship |
|---------------------------------|------------|---------------------------------------------------------|---------------------------------------------------------|--------------|
| From:                           | To present | <input type="checkbox"/> Confidential (list state only) | <input type="checkbox"/> Confidential (list state only) |              |
| From:                           | To:        |                                                         |                                                         |              |
| From:                           | To:        |                                                         |                                                         |              |
| From:                           | To:        |                                                         |                                                         |              |
| From:                           | To:        |                                                         |                                                         |              |

- ☐ Additional addresses are listed on Attachment 3a. (Form MC-020 may be used for this purpose.)
- b. ☐ Check this box if there is more than one child and all the children have not lived together for the past five years. (Attach form FL-105(A)/GC-120(A) and list each other child's current address and their residence history for the past five years.)

|            |              |
|------------|--------------|
| CASE NAME: | CASE NUMBER: |
|------------|--------------|

4. Do you have information about, or have you participated as a party or as a witness or in some other capacity in, another court case or custody or visitation proceeding, in California or elsewhere, concerning a child subject to this proceeding?

☐ Yes ☐ No (If yes, attach a copy of the orders if you have one and provide the following information):

| Proceeding                                          | Case number | Court<br>(name, state, or tribe,<br>location) | Court order<br>or judgment<br>(date) | Name of each child | Your<br>connection to<br>the case | Case status |
|-----------------------------------------------------|-------------|-----------------------------------------------|--------------------------------------|--------------------|-----------------------------------|-------------|
| a. <input type="checkbox"/> Family                  |             |                                               |                                      |                    |                                   |             |
| b. <input type="checkbox"/> Probate<br>Guardianship |             |                                               |                                      |                    |                                   |             |
| c. <input type="checkbox"/> Other                   |             |                                               |                                      |                    |                                   |             |

| Proceeding                           | Case Number | Court (name, state, location) |
|--------------------------------------|-------------|-------------------------------|
| d. <input type="checkbox"/> Juvenile |             |                               |
| e. <input type="checkbox"/> Adoption |             |                               |

5. ☐ One or more domestic violence restraining/protective orders are now in effect. (Attach a copy of the orders if you have one and provide the following information):

| Court                                | County | State or Tribe | Case number (if known) | Orders expire (date) |
|--------------------------------------|--------|----------------|------------------------|----------------------|
| a. <input type="checkbox"/> Criminal |        |                |                        |                      |
| b. <input type="checkbox"/> Family   |        |                |                        |                      |
| c. <input type="checkbox"/> Juvenile |        |                |                        |                      |
| d. <input type="checkbox"/> Other    |        |                |                        |                      |

6. Do you know of any person who is not a party to this proceeding who has physical custody of or claims to have rights to custody of or visitation rights with any child in this case? ☐ Yes ☐ No (If yes, provide the following information):

a. Name and address of person:

- ☐ Has physical custody  
☐ Claims custody rights  
☐ Claims visitation rights

Name of each child:

b. Name and address of person:

- ☐ Has physical custody  
☐ Claims custody rights  
☐ Claims visitation rights

Name of each child:

c. Name and address of person:

- ☐ Has physical custody  
☐ Claims custody rights  
☐ Claims visitation rights

Name of each child:

7. ☐ Number of pages attached: \_\_\_\_\_

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

(NAME OF DECLARANT)

(SIGNATURE OF DECLARANT)

**NOTICE TO DECLARANT: You have a continuing duty to inform this court if you obtain any information about a custody proceeding in a California court or any other court concerning a child subject to this proceeding.**

|            |              |
|------------|--------------|
| CASE NAME: | CASE NUMBER: |
|------------|--------------|

**ATTACHMENT TO  
DECLARATION UNDER UNIFORM CHILD CUSTODY JURISDICTION AND ENFORCEMENT ACT (UCCJEA)**

**Instructions:** If all the children subject to the proceeding have not lived together for the last five years, use as many copies of this form as needed to list all the children. Number each item and each page consecutively, and attach all pages to form FL-105/GC-120.

3. b. \_\_\_\_ Name of child: *(Provide the child's current address and their residence history for the past **five years**. If the current address is confidential under Family Code section 3429, check the box and provide only the state of residence.)*
- ☐ Residence information is the same as given for the child listed in item 2a on form FL-105/GC-120. *(If **not** the same, provide the information below.)*

| Dates of residence<br>(Month/Year) |            | Residence<br>(City/State)                               | Person child lived with (name and<br>complete current address) | Relationship |
|------------------------------------|------------|---------------------------------------------------------|----------------------------------------------------------------|--------------|
| From:                              | To present | <input type="checkbox"/> Confidential (list state only) | <input type="checkbox"/> Confidential (list state only)        |              |
| From:                              | To:        |                                                         |                                                                |              |
| From:                              | To:        |                                                         |                                                                |              |
| From:                              | To:        |                                                         |                                                                |              |
| From:                              | To:        |                                                         |                                                                |              |

3. b. \_\_\_\_ Name of child: *(Provide the child's current address and their residence history for the past **five years**. If the current address is confidential under Family Code section 3429, check the box and provide only the state of residence.)*
- ☐ Residence information is the same as given for the child listed in item 2a on form FL-105/GC-120. *(If **not** the same, provide the information below.)*

| Dates of residence<br>(Month/Year) |            | Residence<br>(City/State)                               | Person child lived with (name and<br>complete current address) | Relationship |
|------------------------------------|------------|---------------------------------------------------------|----------------------------------------------------------------|--------------|
| From:                              | To present | <input type="checkbox"/> Confidential (list state only) | <input type="checkbox"/> Confidential (list state only)        |              |
| From:                              | To:        |                                                         |                                                                |              |
| From:                              | To:        |                                                         |                                                                |              |
| From:                              | To:        |                                                         |                                                                |              |
| From:                              | To:        |                                                         |                                                                |              |

PETITIONER:  
RESPONDENT:  
OTHER PARENT/PARTY:

CASE NUMBER:

**CHILD CUSTODY AND VISITATION (PARENTING TIME) APPLICATION ATTACHMENT**  
—This is not a court order—

TO ☐ Petition ☐ Response ☐ Request for Order ☐ Responsive Declaration to Request for Order  
☐ Other (specify):

*This section is for information only and is not a part of your request for orders:*

**California's public policies and law on child custody and visitation include that:**

- In general, children should have frequent and continuing contact with their parents, and parents should be encouraged to share the responsibility of raising their children, except when domestic abuse has happened or contact with a parent is not in the best interests of the children.
- When making any orders about physical and legal custody and visitation (parenting time), the court must consider the best interests of the child, which primarily include the health, safety, and welfare of the child.
- If a parent has been abusive, judges use laws to help protect children when deciding to make orders about child custody and visitation (parenting time). A judge may deny an abusive parent custody or unsupervised visitation with a child.
- Children have the right to be safe and free from abuse.
- A child's exposure to domestic violence and domestic violence committed where a child lives are detrimental to the health, safety, and welfare of the child.
- For more information, read [selfhelp.courts.ca.gov/child-custody#best-interest](https://selfhelp.courts.ca.gov/child-custody#best-interest) and [selfhelp.courts.ca.gov/domestic-violence-child-custody](https://selfhelp.courts.ca.gov/domestic-violence-child-custody)

*Complete items 1 through 13 that apply to your request for orders.*

**1. Minor Children**

☐ Attachment 1.

Child's Name

Birthdate

Age

**2. ☐ Custody** of the minor children is requested as follows:

Petitioner      Respondent      Joint      Other parent/party

a. Physical custody of children to.....  
(The person with whom the child will regularly live)

☐
☐
☐
☐

b. Legal custody of children to .....  
(The person who decides about the child's health, education, and welfare)

☐
☐
☐
☐

Note: To ask the court for joint legal custody orders that specify when the parents must agree before making decisions (for example, before choosing or changing the children's school, doctor, or religious or school activities), use *Joint Legal Custody Attachment* (form FL-341(E)) or a document that includes the same content as form FL-341(E).

To learn about physical and legal custody, go to [selfhelp.courts.ca.gov/child-custody](https://selfhelp.courts.ca.gov/child-custody).

- c. ☐ There are allegations of a history of abuse or substance abuse in this case. (You must complete item 5.)  
d. ☐ Other (specify):

**3. ☐ Visitation (Parenting Time)** I request that the court order (check one):

- a. ☐ Reasonable right of visitation (parenting time) to the party in item 2a without physical custody, including but not limited to, virtual visitation. **(Not appropriate in cases involving domestic violence and substance abuse).**  
b. ☐ Visitation (parenting time) as described in the attached \_\_\_\_\_-page document dated (specify date):  
c. ☐ The visitation schedule in item 4 that includes in-person, virtual, other visitation.  
d. ☐ Supervised visitation. (You must complete item 6.)  
e. ☐ No visitation (parenting time) to the person without physical custody for the reasons described in item 13.

**Note: Unless specifically ordered, a child's holiday schedule order has priority over the regular parenting time.**



|                                                   |              |
|---------------------------------------------------|--------------|
| PETITIONER:<br>RESPONDENT:<br>OTHER PARENT/PARTY: | CASE NUMBER: |
|---------------------------------------------------|--------------|

4. ☐ **Petitioner's** ☐ **Respondent's** ☐ **Other Parent's/Party's** parenting time (visitation) will be (check all that apply):

a. ☐ **In person**, as follows (Specify start and ending date and time. If applicable, check "start of" OR "after school"):

(1) ☐ **Weekends starting (date):**

(Note: The first weekend of the month is the first weekend with a Saturday.)

| <u>Weekend</u>               | <u>Day(s)</u>       | <u>Times</u>                                                | <u>Start of (or After) School</u><br>(if applicable)             |
|------------------------------|---------------------|-------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> 1st | from _____ at _____ | <input type="checkbox"/> a.m. <input type="checkbox"/> p.m. | <input type="checkbox"/> start of <input type="checkbox"/> after |
|                              | to _____ at _____   | <input type="checkbox"/> a.m. <input type="checkbox"/> p.m. | <input type="checkbox"/> start of <input type="checkbox"/> after |
| <input type="checkbox"/> 2nd | from _____ at _____ | <input type="checkbox"/> a.m. <input type="checkbox"/> p.m. | <input type="checkbox"/> start of <input type="checkbox"/> after |
|                              | to _____ at _____   | <input type="checkbox"/> a.m. <input type="checkbox"/> p.m. | <input type="checkbox"/> start of <input type="checkbox"/> after |
| <input type="checkbox"/> 3rd | from _____ at _____ | <input type="checkbox"/> a.m. <input type="checkbox"/> p.m. | <input type="checkbox"/> start of <input type="checkbox"/> after |
|                              | to _____ at _____   | <input type="checkbox"/> a.m. <input type="checkbox"/> p.m. | <input type="checkbox"/> start of <input type="checkbox"/> after |
| <input type="checkbox"/> 4th | from _____ at _____ | <input type="checkbox"/> a.m. <input type="checkbox"/> p.m. | <input type="checkbox"/> start of <input type="checkbox"/> after |
|                              | to _____ at _____   | <input type="checkbox"/> a.m. <input type="checkbox"/> p.m. | <input type="checkbox"/> start of <input type="checkbox"/> after |
| <input type="checkbox"/> 5th | from _____ at _____ | <input type="checkbox"/> a.m. <input type="checkbox"/> p.m. | <input type="checkbox"/> start of <input type="checkbox"/> after |
|                              | to _____ at _____   | <input type="checkbox"/> a.m. <input type="checkbox"/> p.m. | <input type="checkbox"/> start of <input type="checkbox"/> after |

(a) ☐ The parties will alternate the fifth weekends, with the ☐ petitioner ☐ respondent ☐ other parent/party having the initial fifth weekend, starting (date):

(b) ☐ The ☐ petitioner ☐ respondent ☐ other parent/party will have the fifth weekend in ☐ odd ☐ even numbered months.

(2) ☐ **Alternate weekends starting (date):**

(Specify day(s) from \_\_\_\_\_ at \_\_\_\_\_ ☐ a.m. ☐ p.m. ☐ start of ☐ after  
and times): to \_\_\_\_\_ at \_\_\_\_\_ ☐ a.m. ☐ p.m. ☐ start of ☐ after

(3) ☐ **Weekdays starting (date):**

(Specify day(s) from \_\_\_\_\_ at \_\_\_\_\_ ☐ a.m. ☐ p.m. ☐ start of ☐ after  
and times): to \_\_\_\_\_ at \_\_\_\_\_ ☐ a.m. ☐ p.m. ☐ start of ☐ after

(4) ☐ Other visitation (parenting time) days and restrictions are ☐ listed in Attachment 4a(4) ☐ as follows:

b. ☐ **Virtual visitation**

I ask that the court order virtual visitation as described ☐ in Attachment 4b. ☐ below:

Virtual visitation means using audiovisual electronic technology (like a smartphone, tablet, smart watch, or computer) for a parent and a child to see and hear each other. Learn more about how to have safe virtual visits at [selfhelp.courts.ca.gov/child-custody/virtual-visitation](http://selfhelp.courts.ca.gov/child-custody/virtual-visitation).

c. ☐ **Other ways that visitation (parenting time) can happen** that are in the best interests of the child (specify):



|                                                   |              |
|---------------------------------------------------|--------------|
| PETITIONER:<br>RESPONDENT:<br>OTHER PARENT/PARTY: | CASE NUMBER: |
|---------------------------------------------------|--------------|

5. ☐ **Child custody and visitation when there are allegations of a history of abuse or substance abuse**

a. **Allegations**

- (1) ☐ Petitioner ☐ Respondent ☐ Other parent/party is (or are) alleged to have a history of abuse against any of the following persons: a child, the other parent, their current spouse, or the person they live with or are dating or engaged to.
- (2) ☐ Petitioner ☐ Respondent ☐ Other parent/party is (or are) alleged to have the habitual or continual illegal use of controlled substances, or the habitual or continual abuse of alcohol, or the habitual or continual abuse of prescribed controlled substances.

b. **Child custody**

- (1) ☐ I ask that the court NOT order sole or joint custody of the minor child to the party or parties in 5a.
- (2) ☐ Even though there are allegations, I ask that the court make the child custody orders in item 4.  
*(Write the reasons why you think it would be in the best interests of the child that the party or parties be granted child custody, even though there are allegations against them of a history of abuse or substance abuse. The orders that you request about child custody or visitation must also be specific as to time, day, place, and manner of transfer (exchange) of the child, as Family Code sections 3011(a)(5)(A) and 6323(c) require.)*  
☐ Below ☐ in Attachment 5b(2) ☐ Other (specify):

c. **Visitation (Parenting Time)**

- (1) ☐ I ask that the court order supervised visitation as specified in item 6.
- (2) ☐ I ask that the court order unsupervised visitation to the party or parties as specified in item 4.
- (A) Even though there are allegations of a history of abuse or substance abuse, I request that the court order unsupervised visitation to (specify): ☐ petitioner ☐ respondent ☐ other parent/party
- (B) The reasons why the court should make the orders are  
*(Write the reasons why you think it would be in the best interests of the child that the party or parties be granted unsupervised visitation (parenting time) even though there are allegations against them of a history of abuse or substance abuse. The orders that you request about child custody or visitation must also be specific as to time, day, place, and manner of transfer (exchange) of the child, as Family Code sections 3011(a)(5)(A) and 6323(c) require.)*  
☐ Below ☐ in Attachment 5c(2)(B) ☐ Other (specify):

- (3) ☐ Other (specify):



|                                                   |              |
|---------------------------------------------------|--------------|
| PETITIONER:<br>RESPONDENT:<br>OTHER PARENT/PARTY: | CASE NUMBER: |
|---------------------------------------------------|--------------|

6. ☐ **Supervised visitation (parenting time)**

(To learn about supervised visitation, go to: [selfhelp.courts.ca.gov/guide-supervised-visitation](http://selfhelp.courts.ca.gov/guide-supervised-visitation).)

a. I ask that ☐ petitioner ☐ respondent ☐ other parent/party have supervised visitation with the minor children.

b. The reasons why the court should make the orders are *(specify)*:  
*(Write the reasons why you think unsupervised visitation (parenting time) would NOT be in the best interest of the child.)*  
☐ Below ☐ in Attachment 6b ☐ Other *(specify)*:

c. I ask that the visitations be monitored by *(name, if known)*:  
 The provider's phone number is *(specify)*:

- (1) ☐ The person or agency is a professional provider.  
 (A) A professional provider must meet the requirements listed in *Declaration of Supervised Visitation and Exchange Services Provider (Professional)* (form FL-324(P)) and sign the declaration.  
 (B) Professional provider fees to be paid by petitioner: \_\_\_\_\_ percent. respondent: \_\_\_\_\_ percent.  
 other parent/party: \_\_\_\_\_ percent.
- (2) ☐ The person is a nonprofessional provider. The person must meet the requirements listed in *Declaration of Supervised Visitation and Exchange Services Provider (Nonprofessional)* (form FL-324(NP)).

d. Location of supervised visitation. I request that supervised visitation be *(check one)*:

- (1) ☐ In person at a safe location.  
 (2) ☐ Virtual visitation (not in person).  
 (3) ☐ Other *(describe)*:

e. Schedule for supervised visitation *(specify)*:

- (1) ☐ Once a week, for *(number of hours for each visit)*:  
 (2) ☐ Two times each week, for *(number of hours for each visit)*:  
 (3) ☐ As specified in item 4.  
 (4) ☐ Other *(describe)*:

7. ☐ **Transportation for visitation (parenting time) and place of exchange.**

*Note: In cases of domestic violence, the court must have enough information to make orders that are specific as to the time, place, and manner of transfer (exchange) of the child for custody and visitation under Family Code section 6323(c).*

- a. The children must be driven only by a licensed and insured driver. The vehicle must be legally registered with the Department of Motor Vehicles and must have child restraint devices properly installed, as required by law.
- b. ☐ Transportation **to** begin the visits will be provided by *(name)*:
- c. ☐ Transportation **from** the visits will be provided by *(name)*:
- d. ☐ The exchange point at the beginning of the visit will be *(address)*:
- e. ☐ The exchange point at the end of the visit will be *(address)*:
- f. ☐ During the exchanges, the party driving the children will wait in the car and the other party will wait in the home (or exchange location) while the children go between the car and the home (or exchange location).
- g. ☐ Other *(specify)*:



|                                                   |              |
|---------------------------------------------------|--------------|
| PETITIONER:<br>RESPONDENT:<br>OTHER PARENT/PARTY: | CASE NUMBER: |
|---------------------------------------------------|--------------|

8. ☐ **Travel with children.** The ☐ Petitioner ☐ Respondent ☐ Other parent/party **must** have written permission from the other parent or party, or a court order, to take the children out of the following places:
- a. ☐ the state of California.
  - b. ☐ the following counties (*specify*):
  - c. ☐ other places (*specify*):

9. ☐ **Child abduction prevention.** There is a risk that one of the parties will take the children out of California without the other party's permission. I request the orders set out on attached form FL-312.

10. ☐ **Child custody mediation**

I request an order for the parties to go to child custody mediation or child custody recommending counseling (*specify date, time, and location, if applicable*):

Note: Parents with a family court case who do not agree about child custody or visitation are required to attend mediation to try to develop a parenting plan that is in the best interest of their child. A party who alleges domestic violence in a written declaration under penalty of perjury or who is protected by a protective order may ask the mediator or child custody recommending counselor to meet with the parties separately and at separate times. A court order for separate sessions is not required.

11. ☐ **Children's holiday schedule.** I request the holiday and vacation schedule set out ☐ below ☐ on form FL-341(C)

12. ☐ **Additional custody provisions.** I request the additional orders for custody set out ☐ below ☐ on form FL-341(D)

13. ☐ **Other (*specify*):**

|                                                                                                                                                                                                                                                  |              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| PARTY WITHOUT ATTORNEY OR ATTORNEY<br>NAME:<br>FIRM NAME:<br>STREET ADDRESS:<br>CITY: STATE: ZIP CODE:<br>TELEPHONE NO.: FAX NO.:<br>E-MAIL ADDRESS:<br>ATTORNEY FOR (name):                                                                     |              |
| <b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b><br>STREET ADDRESS:<br>MAILING ADDRESS:<br>CITY AND ZIP CODE:<br>BRANCH NAME:                                                                                                                      |              |
| PETITIONER:<br>RESPONDENT:<br>OTHER PARENT/PARTY                                                                                                                                                                                                 |              |
| <input type="checkbox"/> <b>PETITIONER'S</b> <input type="checkbox"/> <b>RESPONDENT'S</b><br><input type="checkbox"/> <b>COMMUNITY AND QUASI-COMMUNITY PROPERTY DECLARATION</b><br><input type="checkbox"/> <b>SEPARATE PROPERTY DECLARATION</b> | CASE NUMBER: |

See *Instructions* on page 4 for information about completing this form. For additional space, use *Continuation of Property Declaration* (form FL-161).

| A        |                                                   | B             | C                       | - | D              | = | E                     | F                                             |            |
|----------|---------------------------------------------------|---------------|-------------------------|---|----------------|---|-----------------------|-----------------------------------------------|------------|
| ITEM NO. | BRIEF DESCRIPTION                                 | DATE ACQUIRED | GROSS FAIR MARKET VALUE |   | AMOUNT OF DEBT |   | NET FAIR MARKET VALUE | PROPOSAL FOR DIVISION<br>Award or Confirm to: |            |
|          |                                                   |               |                         |   |                |   |                       | PETITIONER                                    | RESPONDENT |
| 1.       | REAL ESTATE                                       |               | \$                      |   | \$             |   | \$                    | \$                                            | \$         |
| 2.       | HOUSEHOLD FURNITURE,<br>FURNISHINGS, APPLIANCES   |               |                         |   |                |   |                       |                                               |            |
| 3.       | JEWELRY, ANTIQUES, ART,<br>COIN COLLECTIONS, etc. |               |                         |   |                |   |                       |                                               |            |
| 4.       | VEHICLES, BOATS, TRAILERS                         |               |                         |   |                |   |                       |                                               |            |
| 5.       | SAVINGS ACCOUNTS                                  |               |                         |   |                |   |                       |                                               |            |
| 6.       | CHECKING ACCOUNTS                                 |               |                         |   |                |   |                       |                                               |            |

| A        |                                                        | B             | C                       | - | D              | = | E                     | F                                                                      |    |
|----------|--------------------------------------------------------|---------------|-------------------------|---|----------------|---|-----------------------|------------------------------------------------------------------------|----|
| ITEM NO. | BRIEF DESCRIPTION                                      | DATE ACQUIRED | GROSS FAIR MARKET VALUE |   | AMOUNT OF DEBT |   | NET FAIR MARKET VALUE | PROPOSAL FOR DIVISION<br>Award or Confirm to:<br>PETITIONER RESPONDENT |    |
| 7.       | CREDIT UNION, OTHER DEPOSITORY ACCOUNTS                |               |                         |   | \$             |   | \$                    | \$                                                                     | \$ |
| 8.       | CASH                                                   |               |                         |   |                |   |                       |                                                                        |    |
| 9.       | TAX REFUND                                             |               |                         |   |                |   |                       |                                                                        |    |
| 10.      | LIFE INSURANCE WITH CASH SURRENDER OR LOAN VALUE       |               |                         |   |                |   |                       |                                                                        |    |
| 11.      | STOCKS, BONDS, SECURED NOTES, MUTUAL FUNDS             |               |                         |   |                |   |                       |                                                                        |    |
| 12.      | RETIREMENT AND PENSIONS                                |               |                         |   |                |   |                       |                                                                        |    |
| 13.      | PROFIT-SHARING, IRAS, DEFERRED COMPENSATION, ANNUITIES |               |                         |   |                |   |                       |                                                                        |    |
| 14.      | ACCOUNTS RECEIVABLE, UNSECURED NOTES                   |               |                         |   |                |   |                       |                                                                        |    |
| 15.      | PARTNERSHIP, OTHER BUSINESS INTERESTS                  |               |                         |   |                |   |                       |                                                                        |    |
| 16.      | OTHER ASSETS                                           |               |                         |   |                |   |                       |                                                                        |    |
| 17.      | ASSETS FROM CONTINUATION SHEET                         |               |                         |   |                |   |                       |                                                                        |    |
| 18.      | TOTAL ASSETS                                           |               |                         |   |                |   |                       |                                                                        |    |

| A        |                                        | B             | C           | D                                                                      |    |
|----------|----------------------------------------|---------------|-------------|------------------------------------------------------------------------|----|
| ITEM NO. | DEBTS - SHOW TO WHOM OWED              | DATE INCURRED | TOTAL OWING | PROPOSAL FOR DIVISION<br>Award or Confirm to:<br>PETITIONER RESPONDENT |    |
| 19.      | STUDENT LOANS                          |               | \$          | \$                                                                     | \$ |
| 20.      | TAXES                                  |               |             |                                                                        |    |
| 21.      | SUPPORT ARREARAGES                     |               |             |                                                                        |    |
| 22.      | LOANS-UNSECURED                        |               |             |                                                                        |    |
| 23.      | CREDIT CARDS                           |               |             |                                                                        |    |
| 24.      | OTHER DEBTS                            |               |             |                                                                        |    |
| 25.      | OTHER DEBTS FROM<br>CONTINUATION SHEET |               |             |                                                                        |    |
| 26.      | TOTAL DEBTS                            |               |             |                                                                        |    |

☐ A Continuation of Property Declaration (form FL-161) is attached and incorporated by reference.

I declare under penalty of perjury under the laws of the State of California that, to the best of my knowledge, the foregoing is a true and correct listing of assets and obligations and the amounts shown are correct.

Date:

(TYPE OR PRINT NAME)

SIGNATURE

## INFORMATION AND INSTRUCTIONS FOR COMPLETING FORM FL-160

*Property Declaration* (form FL-160) is a multipurpose form, which may be filed with the court as an attachment to a *Petition* or *Response* or served on the other party to comply with disclosure requirements in place of a *Schedule of Assets and Debts* (form FL-142). Courts may also require a party to file a *Property Declaration* as an attachment to a *Request to Enter Default* (form FL-165) or *Judgment* (form FL-180).

**When filing a *Property Declaration* with the court, do not include private financial documents listed below.**

### Identify the type of declaration completed

1. Check "Community and Quasi-Community Property Declaration" on page 1 to use *Property Declaration* (form FL-160) to provide a combined list of community and quasi-community property assets and debts. Quasi-community property is property you own outside of California that would be community property if it were located in California.
2. Do not combine a separate property declaration with a community and quasi-community property declaration. Check "Separate Property Declaration" on page 1 when using *Property Declaration* to provide a list of separate property assets and debts.

### Description of the Property Declaration chart

#### Pages 1 and 2

1. Column A is used to provide a brief description of each item of separate or community or quasi-community property.
2. Column B is used to list the date the item was acquired.
3. Column C is used to list the item's gross fair market value (an estimate of the amount of money you could get if you sold the item to another person through an advertisement).
4. Column D is used to list the amount owed on the item.
5. Column E is used to indicate the net fair market value of each item. The net fair market value is calculated by subtracting the dollar amount in column D from the amount in column C ("C minus D").
6. Column F is used to show a proposal on how to divide (or confirm) the item described in column A.

#### Page 3

1. Column A is used to provide a brief description of each separate or community or quasi-community property debt.
2. Column B is used to list the date the debt was acquired.
3. Column C is used to list the total amount of money owed on the debt.
4. Column D is used to show a proposal on how to divide (or confirm) the item of debt described in column A.

### When using this form only as an attachment to a *Petition* or *Response*

1. Attach a *Separate Property Declaration* (form FL-160) to respond to item 9. Only columns A and F on pages 1 and 2 and columns A and D on page 3 are required.
2. Attach a *Community or Quasi-Community Declaration* (form FL-160) to respond to item 10, and complete column A on all pages.

### When serving this form on the other party as an attachment to *Declaration of Disclosure* (form FL-140)

1. Complete columns A through E on pages 1 and 2, and columns A through C on page 3.
2. Copies of the following documents must be attached and served on the other party:
  - (a) *For real estate* (item 1): deeds with legal descriptions and the latest lender's statement.
  - (b) *For vehicles, boats, trailers* (item 4): the title documents.
  - (c) *For all bank accounts* (item 5, 6, 7): the latest statement.
  - (d) *For life insurance policies with cash surrender or loan value* (item 10): the latest declaration page.
  - (e) *For stocks, bonds, secured notes, mutual funds* (item 11): the certificate or latest statement.
  - (f) *For retirement and pensions* (item 12): the latest summary plan document and latest benefit statement.
  - (g) *For profit-sharing, IRAs, deferred compensation, and annuities* (item 13): the latest statement.
  - (h) *For each account receivable and unsecured note* (item 14): documentation of the account receivable or note.
  - (i) *For partnerships and other business interests* (item 15): the most current K-1 and Schedule C.
  - (j) *For other assets* (item 16): the most current statement, title document, or declaration.
  - (k) *For support arrearages* (item 21): orders and statements.
  - (l) *For credit cards and other debts* (items 23 and 24): the latest statement.
3. Do not file copies of the above private financial documents with the court.

### When filing this form with the court as an attachment to *Request to Enter Default* (FL-165) or *Judgment* (FL-180)

Complete all columns on the form.

**For more information** about forms required to process and obtain a judgment in dissolution, legal separation, and nullity cases, see <http://www.courts.ca.gov/8218.htm>.

|                                                                                                                                                                                                                                                  |              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|
| PARTY WITHOUT ATTORNEY OR ATTORNEY<br>NAME:<br>FIRM NAME:<br>STREET ADDRESS:<br>CITY: STATE: ZIP CODE:<br>TELEPHONE NO.: FAX NO.:<br>E-MAIL ADDRESS:<br>ATTORNEY FOR (name):                                                                     |              |
| <b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b><br>STREET ADDRESS:<br>MAILING ADDRESS:<br>CITY AND ZIP CODE:<br>BRANCH NAME:                                                                                                                      |              |
| PETITIONER:<br>RESPONDENT:<br>OTHER PARENT/PARTY                                                                                                                                                                                                 |              |
| <input type="checkbox"/> <b>PETITIONER'S</b> <input type="checkbox"/> <b>RESPONDENT'S</b><br><input type="checkbox"/> <b>COMMUNITY AND QUASI-COMMUNITY PROPERTY DECLARATION</b><br><input type="checkbox"/> <b>SEPARATE PROPERTY DECLARATION</b> | CASE NUMBER: |

See *Instructions* on page 4 for information about completing this form. For additional space, use *Continuation of Property Declaration* (form FL-161).

| A        |                                                   | B             | C                       | - | D              | = | E                     | F                                                                      |    |
|----------|---------------------------------------------------|---------------|-------------------------|---|----------------|---|-----------------------|------------------------------------------------------------------------|----|
| ITEM NO. | BRIEF DESCRIPTION                                 | DATE ACQUIRED | GROSS FAIR MARKET VALUE |   | AMOUNT OF DEBT |   | NET FAIR MARKET VALUE | PROPOSAL FOR DIVISION<br>Award or Confirm to:<br>PETITIONER RESPONDENT |    |
| 1.       | REAL ESTATE                                       |               | \$                      |   | \$             |   | \$                    | \$                                                                     | \$ |
| 2.       | HOUSEHOLD FURNITURE,<br>FURNISHINGS, APPLIANCES   |               |                         |   |                |   |                       |                                                                        |    |
| 3.       | JEWELRY, ANTIQUES, ART,<br>COIN COLLECTIONS, etc. |               |                         |   |                |   |                       |                                                                        |    |
| 4.       | VEHICLES, BOATS, TRAILERS                         |               |                         |   |                |   |                       |                                                                        |    |
| 5.       | SAVINGS ACCOUNTS                                  |               |                         |   |                |   |                       |                                                                        |    |
| 6.       | CHECKING ACCOUNTS                                 |               |                         |   |                |   |                       |                                                                        |    |

| A        |                                                        | B             | C                       | - | D              | = | E                     | F                                                                      |    |
|----------|--------------------------------------------------------|---------------|-------------------------|---|----------------|---|-----------------------|------------------------------------------------------------------------|----|
| ITEM NO. | BRIEF DESCRIPTION                                      | DATE ACQUIRED | GROSS FAIR MARKET VALUE |   | AMOUNT OF DEBT |   | NET FAIR MARKET VALUE | PROPOSAL FOR DIVISION<br>Award or Confirm to:<br>PETITIONER RESPONDENT |    |
| 7.       | CREDIT UNION, OTHER DEPOSITORY ACCOUNTS                |               |                         |   | \$             |   | \$                    | \$                                                                     | \$ |
| 8.       | CASH                                                   |               |                         |   |                |   |                       |                                                                        |    |
| 9.       | TAX REFUND                                             |               |                         |   |                |   |                       |                                                                        |    |
| 10.      | LIFE INSURANCE WITH CASH SURRENDER OR LOAN VALUE       |               |                         |   |                |   |                       |                                                                        |    |
| 11.      | STOCKS, BONDS, SECURED NOTES, MUTUAL FUNDS             |               |                         |   |                |   |                       |                                                                        |    |
| 12.      | RETIREMENT AND PENSIONS                                |               |                         |   |                |   |                       |                                                                        |    |
| 13.      | PROFIT-SHARING, IRAS, DEFERRED COMPENSATION, ANNUITIES |               |                         |   |                |   |                       |                                                                        |    |
| 14.      | ACCOUNTS RECEIVABLE, UNSECURED NOTES                   |               |                         |   |                |   |                       |                                                                        |    |
| 15.      | PARTNERSHIP, OTHER BUSINESS INTERESTS                  |               |                         |   |                |   |                       |                                                                        |    |
| 16.      | OTHER ASSETS                                           |               |                         |   |                |   |                       |                                                                        |    |
| 17.      | ASSETS FROM CONTINUATION SHEET                         |               |                         |   |                |   |                       |                                                                        |    |
| 18.      | TOTAL ASSETS                                           |               |                         |   |                |   |                       |                                                                        |    |

| A           |                                        | B             | C           | D                                  |            |
|-------------|----------------------------------------|---------------|-------------|------------------------------------|------------|
| ITEM<br>NO. | DEBTS -<br>SHOW TO WHOM OWED           | DATE INCURRED | TOTAL OWING | PROPOSAL FOR DIVISION              |            |
|             |                                        |               |             | Award or Confirm to:<br>PETITIONER | RESPONDENT |
| 19.         | STUDENT LOANS                          |               | \$          | \$                                 | \$         |
| 20.         | TAXES                                  |               |             |                                    |            |
| 21.         | SUPPORT ARREARAGES                     |               |             |                                    |            |
| 22.         | LOANS-UNSECURED                        |               |             |                                    |            |
| 23.         | CREDIT CARDS                           |               |             |                                    |            |
| 24.         | OTHER DEBTS                            |               |             |                                    |            |
| 25.         | OTHER DEBTS FROM<br>CONTINUATION SHEET |               |             |                                    |            |
| 26.         | TOTAL DEBTS                            |               |             |                                    |            |

☐ A Continuation of Property Declaration (form FL-161) is attached and incorporated by reference.

I declare under penalty of perjury under the laws of the State of California that, to the best of my knowledge, the foregoing is a true and correct listing of assets and obligations and the amounts shown are correct.

Date:

\_\_\_\_\_  
(TYPE OR PRINT NAME)

\_\_\_\_\_  
SIGNATURE

## INFORMATION AND INSTRUCTIONS FOR COMPLETING FORM FL-160

*Property Declaration* (form FL-160) is a multipurpose form, which may be filed with the court as an attachment to a *Petition* or *Response* or served on the other party to comply with disclosure requirements in place of a *Schedule of Assets and Debts* (form FL-142). Courts may also require a party to file a *Property Declaration* as an attachment to a *Request to Enter Default* (form FL-165) or *Judgment* (form FL-180).

**When filing a *Property Declaration* with the court, do not include private financial documents listed below.**

### Identify the type of declaration completed

1. Check "Community and Quasi-Community Property Declaration" on page 1 to use *Property Declaration* (form FL-160) to provide a combined list of community and quasi-community property assets and debts. Quasi-community property is property you own outside of California that would be community property if it were located in California.
2. Do not combine a separate property declaration with a community and quasi-community property declaration. Check "Separate Property Declaration" on page 1 when using *Property Declaration* to provide a list of separate property assets and debts.

### Description of the Property Declaration chart

#### Pages 1 and 2

1. Column A is used to provide a brief description of each item of separate or community or quasi-community property.
2. Column B is used to list the date the item was acquired.
3. Column C is used to list the item's gross fair market value (an estimate of the amount of money you could get if you sold the item to another person through an advertisement).
4. Column D is used to list the amount owed on the item.
5. Column E is used to indicate the net fair market value of each item. The net fair market value is calculated by subtracting the dollar amount in column D from the amount in column C ("C minus D").
6. Column F is used to show a proposal on how to divide (or confirm) the item described in column A.

#### Page 3

1. Column A is used to provide a brief description of each separate or community or quasi-community property debt.
2. Column B is used to list the date the debt was acquired.
3. Column C is used to list the total amount of money owed on the debt.
4. Column D is used to show a proposal on how to divide (or confirm) the item of debt described in column A.

### When using this form only as an attachment to a *Petition* or *Response*

1. Attach a *Separate Property Declaration* (form FL-160) to respond to item 9. Only columns A and F on pages 1 and 2 and columns A and D on page 3 are required.
2. Attach a *Community or Quasi-Community Declaration* (form FL-160) to respond to item 10, and complete column A on all pages.

### When serving this form on the other party as an attachment to *Declaration of Disclosure* (form FL-140)

1. Complete columns A through E on pages 1 and 2, and columns A through C on page 3.
2. Copies of the following documents must be attached and served on the other party:
  - (a) *For real estate* (item 1): deeds with legal descriptions and the latest lender's statement.
  - (b) *For vehicles, boats, trailers* (item 4): the title documents.
  - (c) *For all bank accounts* (item 5, 6, 7): the latest statement.
  - (d) *For life insurance policies with cash surrender or loan value* (item 10): the latest declaration page.
  - (e) *For stocks, bonds, secured notes, mutual funds* (item 11): the certificate or latest statement.
  - (f) *For retirement and pensions* (item 12): the latest summary plan document and latest benefit statement.
  - (g) *For profit-sharing, IRAs, deferred compensation, and annuities* (item 13): the latest statement.
  - (h) *For each account receivable and unsecured note* (item 14): documentation of the account receivable or note.
  - (i) *For partnerships and other business interests* (item 15): the most current K-1 and Schedule C.
  - (j) *For other assets* (item 16): the most current statement, title document, or declaration.
  - (k) *For support arrearages* (item 21): orders and statements.
  - (l) *For credit cards and other debts* (items 23 and 24): the latest statement.
3. Do not file copies of the above private financial documents with the court.

### When filing this form with the court as an attachment to *Request to Enter Default* (FL-165) or *Judgment* (FL-180)

Complete all columns on the form.

**For more information** about forms required to process and obtain a judgment in dissolution, legal separation, and nullity cases, see <http://www.courts.ca.gov/8218.htm>.

1. I am at least 18 years of age, not a party to this action, and I am a resident of or employed in the county where the mailing took place.
2. My residence or business address is:
3. I served a copy of the following documents (*specify*):

a. ☐ **depositing** the sealed envelope with the United States Postal Service with the postage fully prepaid.

b. ☐ **placing** the envelope for collection and mailing on the date and at the place shown in item 4 following our ordinary business practices. I am readily familiar with this business's practice for collecting and processing correspondence for mailing. On the same day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service in a sealed envelope with postage fully prepaid.

- Name of person served:
- Address:
- Date mailed:
- Place of mailing (*city and state*):

6. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Page 1 of 1

## INFORMATION SHEET FOR PROOF OF SERVICE BY MAIL

Use these instructions to complete the *Proof of Service by Mail* (form FL-335).

A person at least 18 years of age or older must serve the documents. There are two ways to serve documents: (1) personal delivery and (2) by mail. See the *Proof of Personal Service* (form FL-330) if the documents are being personally served. The person who serves the documents must complete a proof of service form for the documents being served. **You cannot serve documents if you are a party to the action.**

### INSTRUCTIONS FOR THE PERSON WHO SERVES THE DOCUMENTS (TYPE OR PRINT IN BLACK INK)

You must complete a proof of service for each package of documents you serve. For example, if you serve the respondent and the other parent, you must complete two proofs of service; one for the respondent and one for the other parent.

*Complete the top section of the proof of service forms as follows:*

**First box, left side:** In this box print the name, address, and phone number of the person for whom you are serving the documents.

**Second box, left side:** Print the name of the county in which the legal action is filed and the court's address in this box. Use the same address for the court that is on the documents you are serving.

**Third box, left side:** Print the names of the petitioner/plaintiff, respondent/defendant, and other parent in this box. Use the same names listed on the documents you are serving.

**First box, top of form, right side:** Leave this box blank for the court's use.

**Second box, right side:** Print the case number in this box. This number is also stated on the documents you are serving.

**Third box, right side:** Print the hearing date, time, and department. Use the same information that is on the documents you are serving.

**You cannot serve a temporary restraining order by mail. You must serve those documents by personal service.**

1. You are stating that you are at least 18 years old and that you are not a party to this action. You are also stating that you either live in or are employed in the county where the mailing took place.
2. Print your home or business address.
3. List the name of each document that you mailed (the exact names are listed on the bottoms of the forms).
  - a. Check this box if you put the documents in the regular U.S. mail.
  - b. Check this box if you put the documents in the mail at your place of employment.
4.
  - a. Print the name you put on the envelope containing the documents.
  - b. Print the address you put on the envelope containing the documents.
  - c. Print the date that you put the envelope containing the documents in the mail.
  - d. Print the city and state you were in when you mailed the envelope containing the documents.
5. Check this box if you are serving an address verification form (required for service by mail of a postjudgment request to change a child custody, visitation, or child support order).
6. You are stating under penalty of perjury that the information you have provided is true and correct.

**Print your name, fill in the date, and sign the form.**

*If you need additional assistance with this form, contact the family law facilitator in your county.*