



**SUPERIOR COURT OF CALIFORNIA  
COUNTY OF ORANGE  
SELF-HELP CENTER**

**www.occourts.org**

**HOW TO ESTABLISH PARENTAGE AND/OR  
GET CUSTODY/VISITATION ORDERS  
(UNMARRIED PARENTS)**

**Description:**

This workshop is for unmarried parents interested in initiating a paternity, parentage, custody, visitation or child support case. The workshop will educate you about the laws and procedures that will affect your case and assist you in preparing all of the necessary paperwork to start your case.

**When & Where:**

**Lamoreaux Justice Center**

Self Help Center, 1st Floor, Room C101  
341 The City Drive  
Orange, CA 92868

Wednesdays: **12:30 p.m.**, except holidays  
*Check-in closes at 12:45 p.m.*

**North Justice Center**

Self Help Center, 3rd Floor, Room 360  
1275 N. Berkeley Ave.  
Fullerton, CA 92832

Mondays: **8:00 a.m.**, except holidays  
*Check-in closes at 8:15 a.m.*

Please plan to be at the courthouse up to 4 hours to allow for workshop and processing of your paperwork.

\*Please arrive on time as seating is limited and services are provided on a first-come, first-served basis. Only the first ten (10) people will be admitted.

**What to Bring:**

- This **COMPLETED** “Workshop Registration Packet”
- Child support and/or domestic violence court case numbers (if applicable)
- Black Pen

\* Workshop Presenters will **not** give legal advice \*



# REGISTRATION PACKET

## HOW TO ESTABLISH PARENTAGE AND/OR GET CUSTODY/VISITATION ORDERS (UNMARRIED PARENTS)

### INITIAL INFORMATION ABOUT YOU AND THE OTHER PARENT

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Your full name

\_\_\_\_\_

*First name*

*Middle name*

*Last name*

Other Parent's full name

\_\_\_\_\_

*First name*

*Middle name*

*Last name*

Your current address: \_\_\_\_\_

\_\_\_\_\_

A phone number where the Self-Help Center Staff can contact you \_\_\_\_\_.

Other Parent's current address: \_\_\_\_\_

\_\_\_\_\_

Other Parent's phone number \_\_\_\_\_.

Have you been involved in other court actions with this person?

Divorce                     No  Yes (Case # and County \_\_\_\_\_)

Domestic Violence     No  Yes (Case # and County \_\_\_\_\_)

Juvenile Court         No  Yes (Case # and County \_\_\_\_\_)

Child Support          No  Yes (Case # and County \_\_\_\_\_)

Other                     No  Yes (Case # and County \_\_\_\_\_)

# INFORMATION ABOUT YOUR CHILDREN WITH THE OTHER PARENT

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How many children are involved in this case? \_\_\_\_\_

Have your children always lived together with their brothers / sisters? [ ] Yes [ ] No  
 If no, then use the *Other Children's Addresses* section below to show where your other child(ren) have lived.

Where did each child live for the past FIVE years?

*Child #1*

Child's name			Place of birth	Date of birth	Sex
Period of residence		Address	Person child lived with ( <i>name and present address</i> )		Relationship
	to	NOW			
	to				
	to				
	to				
	to				

*Child #2*

Child's name	Place of birth	Date of birth	Sex
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*Child #3*

Child's name	Place of birth	Date of birth	Sex
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*Child #4*

Child's name	Place of birth	Date of birth	Sex
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*Other Children's Addresses*

Child's name			Place of birth	Date of birth	Sex
Period of residence		Address	Person child lived with ( <i>name and present address</i> )		Relationship
	to				
	to				
	to				
	to				
	to				

# INFORMATION ABOUT YOUR EXPENSES

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The following people live with me:

Name	Age	How this person is related to me? (ex. son)	That person's gross monthly income	Pays some of the household expenses?
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No
				<input type="checkbox"/> Yes <input type="checkbox"/> No

Average monthly expenses  Estimated expenses  Actual expenses

- |   |          |   |          |
|---|----------|---|----------|
| a. Home<br><input type="checkbox"/> Rent or <input type="checkbox"/> Mortgage | \$ _____ | h. Laundry & cleaning   | \$ _____ |
| b. Health care costs not covered by insurance                                 | \$ _____ | i. Clothes  | \$ _____ |
| c. Child Care   | \$ _____ | j. Education  | \$ _____ |
| d. Groceries, household supplies  | \$ _____ | k. Entertainment, gifts, vacation   | \$ _____ |
| e. Eating out   | \$ _____ | l. Auto expenses & transportation<br>(insurance, gas, repairs, bus)             | \$ _____ |
| f. Utilities (gas, electric, water, trash)                                    | \$ _____ | m. Insurance (life, accident, etc.<br><b>do not</b> include auto, home, health) | \$ _____ |
| g. Telephone, cell phone, e-mail  | \$ _____ | n. Savings and investments  | \$ _____ |
|   |          | o. Charitable contributions   | \$ _____ |

## Installment payments

(list here any loan payments, credit cards, credit accounts, revolving accounts not already listed above)

Name of account	Type of account (i.e. auto loan, credit card, etc.)	Monthly pymt amt	Balance	Date of last payment (mo/yr)
		\$ _____	\$ _____	
		\$ _____	\$ _____	
		\$ _____	\$ _____	
		\$ _____	\$ _____	
		\$ _____	\$ _____	
Total monthly installment payments:		\$ _____		

## INFORMATION ABOUT YOUR INCOME

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### Employment:

(Give information on your current job or, if you're unemployed, your most recent job.)

- a. Employer:
- b. Employer's address:
- c. Employer's phone number:
- d. Occupation:
- e. Date job started:
- f. If unemployed, date job ended:
- g. I work about \_\_\_\_\_ hours per week. I get paid \$ \_\_\_\_\_ gross (before taxes)  
 per month  per week  per hour

\* If you have more than one job, attach an 8½" x 11" piece of paper and list the same information as above for your other jobs.

## LEGAL DEFINITIONS

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The following general definitions are provided to assist you in your understanding and to aid you in your decision to proceed.

### I. Child Custody and Visitation

**Custodial Parent** The parent that has primary care, custody, and control of the child(ren).

**Custody Mediation** A meeting with a trained, neutral third party who helps the parents try to agree on a parenting plan for their children.

**Parenting Plan** A detailed custody and visitation agreement that says when the child will be with each parent and how decisions are made. The parenting plan may be developed by the parents, through mediation, with the help of lawyers, or by a judge after a trial or hearing.

**Supervised Visitation** Visitation between a parent and a child that happens in the presence of another specified adult. The court may order supervised visitation when there has been domestic violence, child abuse, or a threat to take the child out of state.

**Child Custody** The rights and responsibilities between parents for their child(ren). A parenting plan must describe the legal custody and physical custody that is in the best interest of the children. This term is also often used to describe who the children live with.

**Legal Custody** A parent's right and responsibility to make decisions about a child's health, education and well being. There are two types of legal custody orders: joint legal custody and sole legal custody

**Physical Custody** Where the children live, who takes care of them, and how much time they spend with each parent. There are two types of physical custody arrangements: primary or sole physical custody and joint or shared physical custody.

**Joint Custody** A court order that gives both parents legal and physical custody of a child.

**Joint Legal Custody** A type of court order that allows either or both parents to make important decisions about a child's health, education, and well being.

**Joint Physical Custody** A type of court order in which a child spends about the same amount of time living with both parents.

**Sole Legal Custody** A type of court order in which one parent has the legal authority to make the major decisions affecting the child, such as decisions regarding: health care, education, and religion. If the parents do not agree on a decision about the child, the parent with sole legal custody has the right to make the final decision. "Sole custody" does not give one parent the right to move away with the child without notice to the other parent unless the court order specifically gives that right.

**Primary Physical Custody** A type of court order in which a child lives with one parent more than the other parent.

## **II. Child Support**

**Support Order** A court order for the support of a child, spouse or domestic partner. A support order can include monetary support; health care; payment of debts; or repayment of court costs and attorney fees, interest, and penalties; and other kinds of support

- a. **Child Support** Money paid by a parent to help support a child or children.
- b. **Spousal Support** Court-ordered support of a spouse or ex-spouse; sometimes also referred to as "maintenance" or "alimony."

## **III. Miscellaneous**

**Declaration** A sworn, written statement that is used as evidence in court. The statement supports or establishes a fact. The person that makes the declaration certifies or declares under penalty of perjury that the statement is true and correct. The person that makes the declaration is called the "declarant." The declarant must sign and date the declaration. The declaration must also say where the declaration was signed or that it was made under the laws of the State of California.

**Commissioner** A person chosen by the court and given the power to hear and make decisions in certain kinds of legal matters.