



# MOTION REGARDING PARENTING TIME

**A** CASE NO.

Friend of the Court Address  
**212 PAW PAW STREET, PAW PAW, MI 49079**

Court Telephone No.  
**(269) 657-7734**

**B**

Plaintiff's name, address, and telephone  moving party

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Third Party/Attorney name, address, and telephone  moving party

v

Defendant's name, address, and telephone  moving party

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Attorney name, address, and telephone

**C**

1.	a. Is there a current parenting time order? Yes <input type="checkbox"/> No <input type="checkbox"/> (If no, go to 1c).
	b. If yes, date of order:
	c. Are you asking for parenting time to be established? Yes <input type="checkbox"/> Changed? Yes <input type="checkbox"/>

**D**

2. It is in the best interests of the child(ren) to  establish parenting time  change parenting time because:  
Please explain in detail below why it is in the best interest of the child(ren). **Attach additional pages as needed.**

**E**

3. I ask the court to order that parenting time be  established  changed as follows:  
**Be as specific as possible regarding the parenting time schedule you are seeking.** Include all necessary facts..  
**Please attach additional pages as needed to describe the parenting time you are requesting for each party.**

**F**

\_\_\_\_\_ Date \_\_\_\_\_ Moving party's signature

**NOTICE OF HEARING**

**G**

A hearing will be held on this motion before \_\_\_\_\_  
on \_\_\_\_\_ Judge/Referee Virtual Room A (below) Bar no.  
Date Time Location

You are instructed to use Zoom and appear in **Virtual Room A using meeting ID 292 853 1976**. Instructions to connect using Zoom are attached. If you have any technical questions or are requesting to appear in person, please contact the court at least 3 days prior to your hearing by calling or emailing us at 269-657-7734 or [focmail@vanburencountymi.gov](mailto:focmail@vanburencountymi.gov).

**CERTIFICATE OF MAILING**

I certify that on this date I served a copy of this motion and notice of hearing on the parties or their attorneys by first-class mail addressed to their last-known addresses as defined in MCR 3.203.

\_\_\_\_\_ Date \_\_\_\_\_ Friend of the Court Office

# Form FOC 65

## MOTION REGARDING PARENTING TIME

### Parenting Time Motion

#### When to Use This Form:

- If you have a pending case for custody, parenting time, divorce, separate maintenance, family support, or paternity.
- If you have an existing order for custody, parenting time, divorce, separate maintenance, or family support.

#### When NOT to Use This Form:

- To start a new court case.
- If you are not a named party in the case.
- If you have an attorney (contact your attorney for help).
- If your case involves certain case codes (UN, UI, UF, DO, UE, UM). Seek legal advice if this applies to your case.

#### Steps to Complete the Form:

##### 1. Fill Out the Motion Form:

- Follow the instructions on page 2.
- Type or print neatly.
- Include your request and why you are asking for it.
- Missing information can delay or reject your motion.

##### 2. File the Motion:

- Take the original and three copies of the form to the **County Clerk at 212 Paw Paw Street, Paw Paw, MI 49079**.
- Pay the filing fees: \$20 motion fee and \$80 judgment fee (cash or money order only).
- The Clerk will send your form to the Friend of the Court for scheduling and return a copy with a hearing date.

##### 3. Response from Other Party:

- The other party can file a response. Make sure you understand what they are asking.
- Attend the hearing or your motion may be dismissed.

#### 4. **Preparing for the Hearing:**

- Bring all supporting documents.
- Present your case clearly, explaining why the requested order is in the child's best interest.
- If the hearing is virtual, you will join via Zoom.
- If in-person, be early, dress appropriately, and follow courtroom rules.

#### 5. **Motion Checklist:**

- Fill out all the information correctly.
- Make necessary copies.
- Pay the motion fee.
- If the other party has an attorney, include their details.

#### **Additional Instructions for Completing the Form:**

- **Case Number:** Fill in your case number.
- **Parties:** Specify if you are the Plaintiff, Defendant, or Third Party and check the "moving party" box.
- **Parenting Time Orders:** Indicate if you already have a parenting time order or if one needs to be established or modified.
- **Details of Request:** Provide a detailed explanation for requesting parenting time changes.
- **Parenting Time Schedule:** Be specific about the schedule you're requesting. Include all necessary details.

#### **Final Steps:**

- Sign and date the form.
- Make two copies of your motion and any supporting documents.

#### **Important Reminder:**

- The other party has the right to respond. Make sure your motion is clear to avoid delays or dismissal.