

## **FAQ: How do I re-open my Friend of the Court Case?**

### **The other party and I opted out of Friend of the Court services. How do I re-open my Friend of the Court case?**

- You must complete a Request to Re-Open Friend of the Court Case; form FOC 104. The link is below.
- The original and one copy gets filed at the County Clerk's office. The County Clerk will send the copy to the FOC. You can contact the County Clerk at 269-657-8218 to inquire about the filing fees required for this form. You must complete the Certificate of Mailing and mail a copy to the other party. FOC 104 can be found at the State Court Administrative Office website: <https://courts.michigan.gov/Administration/SCAO/Forms/courtforms/foc104.pdf>
- You must complete a Verified Statement: <https://courts.michigan.gov/Administration/SCAO/Forms/courtforms/foc23.pdf> and Application for IV-D Services: <https://courts.michigan.gov/Administration/SCAO/Forms/courtforms/dhs1201d.pdf>
- The FOC requires your completed Verified Statement and Application for IV-D Services.

### **What happens next?**

- Once the Friend of the Court receives your Request to Re-Open FOC Case, the Verified Statement and Request for IV-D Services, the FOC will re-open your case.
- Orders that were in place at the time you and the other party opted out will be re-instated and enforced. Please be advised that the FOC only reinstates the orders that were in place at the time you opted out. If you feel an order needs to be changed, due to filing fees charged at the County Clerk's office, you may wish to consider filing motion/s at the same time that you file the Request to Re-Open Friend of the Court case.
- If the last order for support was a zero order, that is what the FOC would reinstate.

### **How do I get my child support order modified?**

- You may contact an attorney of your choosing to modify your order.
- You may provide the FOC with a written request to do a child support review. If a party requests a review and the FOC finds that the party has not made a request within three years, it will begin a review. Please note that the FOC must complete its review and send a proposed Uniform Child Support Order within 180 days of the written request.
- If you and the other party have an agreement, you may make an appointment with your caseworker to draft a Consent agreement.
- You may file a Motion regarding Support and have a hearing before a Referee. Self-help forms are available in our office or on our website: <https://www.vanburencountymi.gov/191/Forms-For-Your-Use>
- or you may go to [www.michiganlegalhelp.org](http://www.michiganlegalhelp.org) for self-help forms.

### **How do I change custody, parenting time?**

- You may contact an attorney of your choosing to modify your order.

- If you and the other party have an agreement, you may make an appointment with your caseworker to draft a Consent agreement.
- You may file self-help motion/s and have a hearing before a Referee. Self-help forms are available in our office or on our website: <https://www.vanburencountymi.gov/191/Forms-For-Your-Use>
- or you may go to [www.michiganlegalhelp.org](http://www.michiganlegalhelp.org) for self-help forms.

### **How do I get past medical bills paid while we were opted out?**

- The FOC can only enforce on orders and medical bills accrued after the parties opt back into FOC services.
- You may file a motion to try to collect on bills that accrued during the time that you and the other party were opted out.

### **How do I get parenting time enforced?**

- The FOC can only enforce the latest parenting time order that was in place before the parties opted out and that order can only be enforced after the parties opt back into FOC services.