



DOMESTIC RELATIONS ORDERS CHECKLIST

CASE NO.

Friend of the Court Address
219 E. Paw Paw Street – Lower Level, Paw Paw, MI 49079

Court Telephone No.
(269) 657-7734

EX PARTE ORDERS:

- If the Order is granted Ex Parte and provides for custody, parenting time or support, it MUST include notice provisions stated in MCR 3.207(B)(5).
- An Affidavit or Verified Pleading (MCR 2.114) containing specific allegations of irreparable harm MUST accompany the proposed Ex Parte Order.

TEMPORARY ORDERS:

- If the Order is a Temporary Order, it MUST state its effective date, and whether it can be modified retroactively, by a subsequent order. (MCR 3.207(C)(4))

ORDER / JUDGMENT WHICH PROVIDES FOR CUSTODY AND/OR PARENTING TIME MUST INCLUDE PROVISIONS FOR:

- Change of Domicile (MCR 3.200(C)(1))
- Notification of change of child(ren)'s address (MCR 3.200(C)(2))
- Change of legal residence. Must include either:
 1. "A parent whose custody or parenting time of a child is governed by this order shall not change the legal residence of the child except in compliance with Section 1 of the Child Custody Act of 1970 (1970 PA91) (MCL 722.31)" or
 2. The parent's specific agreement as to how a change in the child's legal residence will be handled.
- Travel in Foreign countries (MCL 722.27(A)(9))

UNIFORM SUPPORT ORDERS:

- Any provisions regarding support must be prepared on the latest version of the Uniform Child Support Order approved by the State Court Administrative Office. (MCR 3.211(D)(1)).
- No order concerning a minor shall be entered unless either the final Order incorporates by reference a Uniform Support Order or states that no Uniform Support Order is required and why. (MCR 3.211(D)(2))

FOC ONLY:

- DEMO
- Other Cases

JUDGMENTS MUST INCLUDE:

- Dissolution of Divorce Clause
- Alimony (Spousal Support) (MCR 3.211 (B)(4))
- Statutory Insurance Clause (MCR 3.211(B)(1); MCR 552.101)

- If the Order is a temporary Order, it must state its effective date, and whether it can be modified retroactively, by a subsequent Order. (MCR 3.207(C)(4))
- Pension / Retirement Plan, Rights (MCR 3.2212(B)(2); MCL 552.101(4))
- Property Settlement (MCR 3.211(B)(3); MCL 552.19, Et. Seq)
- Custody
- Parenting Time
- Incorporate a Uniform Support Order **OR**:
- Explain why a Uniform Support Order is not required.

ORDER/JUDGMENT TO BE AMENDED AS INDICATED BELOW:

- Please amend your proposed Order or judgment to include the above provisions which are indicated with a check, and then return the amended Order or Judgment to the Friend of the Court for approval.
- Please amend your proposed Order or Judgment to provide for separate paragraphs with headings as required by Michigan Court Rules. (MCR 3.211(A))
- Resubmit to the Friend of the Court for approval together with the required Uniform Child Support Order.
- Delete all reference to Social Security Number(s) in the proposed Orders.
- Other:
