**Guide to Domestic Relations Cases with**

**Children (Allocation of Parental Responsibilities)**

**Complete Service – *If filing “On Your Own”***

**⬩ Sheriff or Private Process Server must serve copies of all documents to the other party (fee)**

**⬩ Provide Proof of Service to the Court**

**⬩ Attend Initial Status Conference with Family Court Facilitator**

**Complete Additional Forms. The Court may also require other documents to be provided, please read the *Domestic Relations Case Management Order* for such details.**

**⬩ JDF 1111 – Sworn Financial Statement (Both parties must complete their own and sign before a Notary) – Make 2 copies for exchange and your files**

**⬩ JDF 1104 – Certificate of Compliance (Both parties must complete their own) – Make 2 copies for exchange and your files**

**⬩ Additional documents will be required after the Initial Status Conference.**

**(If all parties agree – and filings are complete, call the Family Court Facilitator to possibly vacate your Initial Status Conference)**

Be sure to keep your address updated with the court so you receive Orders sent in the mail!

**Children must reside in Colorado for a minimum of six months prior to filing.**

**⬩ File in the county where your child(ren) reside**

**Decide How to File……?**

**“Jointly” or “On Your Own”**

***If Filing – “Jointly”* – Complete**

**⬩ JDF 1000 – Case Information**

**⬩ JDF 1413 – Petition**

**⬩ Pay the filing fee**

***If Filing – “On Your Own”* – Complete**

**⬩ JDF 1000 – Case Information**

**⬩ JDF 1413 – Petition**

**⬩ JDF 1414 – Summons issued by court**

**⬩ Pay the filing fees**

**⬩ Review documents received by the Courts**

**⬩ Mark Initial Status Conference on your calendar**

**⬩ Locate Parenting Class and file documentation with the court as ordered**

**If all agreements aren’t reached:**

**⬩ *Step 1* – Mediation (fee)**

**⬩ Step 2 - Return to Family Court Facilitator for furthering the process**

**If agreements are reached:**

**⬩ Hearing may be held**

**⬩ Order for Allocation of Parental Responsibilities and Support Order will be issued and sent in the mail.**