

**IN THE COURT OF COMMON PLEAS**  
**DOMESTIC RELATIONS** Division  
**MONTGOMERY** COUNTY, OHIO

<hr/>	:	
Name	:	Case No. <hr/>
	:	
<hr/>	:	
Street Address	:	
	:	
<hr/>	:	Judge <hr/>
City, State and Zip Code	:	
	:	
	:	
Plaintiff	:	
	:	Magistrate <hr/>
vs.	:	
	:	
<hr/>	:	
Name	:	
	:	
<hr/>	:	<b><u>COMPLAINT FOR LEGAL SEPARATION</u></b>
Street Address	:	<b><u>WITH CHILDREN</u></b>
	:	
<hr/>	:	
City, State and Zip Code	:	
	:	
	:	
Defendant	:	

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I, the Plaintiff, for this Complaint say:

1. I have been a resident of the State of Ohio for at least six months.
2. ☐ I have been a resident of \_\_\_\_\_ County for at least 90 days immediately before the filing of this Complaint.  
☐ The Defendant resides in \_\_\_\_\_ County where this Complaint is filed.
3. The Defendant and I were married to one another on \_\_\_\_\_ (date of marriage) in \_\_\_\_\_ (city or county, and state).

4. I state regarding child(ren) (check all that apply):

- ☐ There is/are no child(ren) expected from this marriage or relationship.  
☐ There is/are child(ren) expected from this marriage or relationship and the approximate due date is: \_\_\_\_\_.

5. The Parties have a total of \_\_\_\_\_ (number) child(ren) from this marriage or relationship.

\_\_\_\_\_ (number) is/are emancipated adult(s) and not under a disability.

\_\_\_\_\_ (number) child(ren) is/are minor child(ren)

\_\_\_\_\_ (number) is/are emancipated adults but mentally or physically disabled, and incapable of supporting or maintaining themselves.

**Name of Child**

**Date of Birth**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ I am not the parent of the following child(ren) (name and date of birth of each child):

☐ The Spouse is not the parent of the following child(ren) (name and date of birth of each child):

6. I state the following grounds for legal separation exist (check all that apply):

- ☐ The Defendant and I are incompatible.  
☐ The Defendant and I have lived separate and apart without cohabitation and without interruption for one year.  
☐ The Defendant or I had a Spouse living at the time of the marriage.  
☐ The Defendant has been willfully absent for one year.  
☐ The Defendant is guilty of adultery.  
☐ The Defendant is guilty of extreme cruelty.  
☐ The Defendant is guilty of fraudulent contract.  
☐ The Defendant is guilty of gross neglect of duty.  
☐ The Defendant is guilty of habitual drunkenness.  
☐ The Defendant was imprisoned in a state or federal correctional institution at the time the Complaint was filed.

7. The Defendant and I are ☐/ are not ☐ owners of real estate and/or personal property (check one).

I request that a legal separation be granted from the Defendant, that the Court determine an equitable division of debts and property, and as follows that (check all that apply):

☐ The Plaintiff be named the residential parent and legal custodian of the following minor child(ren):

☐ The Defendant be named the residential parent and legal custodian of the following child(ren):

☐ The non-residential parent be granted specific parenting time.

☐ The Defendant and I be granted shared parenting of the following child(ren):

pursuant to a Shared Parenting Plan (Uniform Domestic Relations Form 17), which I will prepare and file with the Court.

☐ The Defendant be required to pay me spousal support.

☐ The Defendant be ordered to pay child support and medical support.

☐ The Defendant be required to pay the court costs of the proceeding.

☐ The Court make the following additional orders:

and that the Court grant such other and further relief as the Court may deem proper.

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Signature

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Typed or Printed Name

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Address Line 1

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Address Line 2

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Phone Number with Area Code

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Email Address

**IN THE COMMON PLEAS COURT OF MONTGOMERY COUNTY, OHIO  
DIVISION OF DOMESTIC RELATIONS**

PLAINTIFF/PETITIONER (1)

Address:

DOB:

-vs- / -and-

CASE NO. \_\_\_\_\_

SETS NO. \_\_\_\_\_

**JUDGE: PETRELLA / WOOD**

DEFENDANT/PETITIONER (2)

Address:

DOB:

**AFFIDAVIT OF FINANCIAL DISCLOSURE  
(MONT. D. R. RULE 4.10)**

STATE OF OHIO, SS:

Now comes \_\_\_\_\_, affiant herein, and having been duly cautioned and sworn, states that they have been advised that this affidavit may be used for any or all of the following purposes: (1) to make complete disclosure of affiant's income, liabilities and expenses; (2) to assist in determining orders of support when applicable.

**I. TEMPORARY ORDERS/OTHER ACTIVE CASES:**

\_\_\_\_\_ I do not request a temporary order.

\_\_\_\_\_ I request a temporary order for ☐ custody, ☐ child support, and/or ☐ spousal support.

\_\_\_\_\_ A Domestic Violence Order under Case No. \_\_\_\_\_ currently is in effect.

\_\_\_\_\_ A UIFSA or Juvenile Court Case under Case No. \_\_\_\_\_ currently is in effect.

\_\_\_\_\_ A Bankruptcy action under Case No. \_\_\_\_\_ was filed \_\_\_\_\_.

**DATE OF SEPARATION (NEW CASES)** \_\_\_\_\_

**II. MINOR AND/OR DEPENDENT CHILDREN ONLY OF THIS MARRIAGE:**

\_\_\_\_\_ DOB: \_\_\_\_\_ Residing with: \_\_\_\_\_

\_\_\_\_\_ DOB: \_\_\_\_\_ Residing with: \_\_\_\_\_

\_\_\_\_\_ DOB: \_\_\_\_\_ Residing with: \_\_\_\_\_

\_\_\_\_\_ DOB: \_\_\_\_\_ Residing with: \_\_\_\_\_

EMPLOYMENT OR SCHOOL RELATED CHILDCARE EXPENSES FOR THESE CHILDREN: \$\_\_\_\_\_ per year.

### III. TOTAL INCOME FROM ALL SOURCES (A, plus B, plus Average of C):

PLAINTIFF \$ \_\_\_\_\_ DEFENDANT \$ \_\_\_\_\_

#### A. GROSS YEARLY INCOME FROM EMPLOYMENT

PLAINTIFF/PETITIONER (1)

DEFENDANT/PETITIONER (2)

\_\_\_\_ YES \_\_\_\_ NO ..... Employed? ..... YES \_\_\_\_ NO

\$ \_\_\_\_\_ (Actual or Estimate) ..... **Base Yearly Wages** ..... (Actual or Estimate) .... \$ \_\_\_\_\_  
**or Gross Receipts if Self-Employed**

..... Employer .....

..... Payroll Address .....

..... City, State, Zip .....

#### B. OTHER YEARLY INCOME

PLAINTIFF/PETITIONER (1)

DEFENDANT/PETITIONER (2)

YEARLY AMOUNT	SOURCE/ADDRESS		YEARLY AMOUNT	SOURCE/ADDRESS
\$		Interest/ Dividend Income	\$	
\$		Unemployment Compensation	\$	
\$		Workers' Compensation, Social Security or Other Disability Benefits	\$	
\$		Social Security & Pension Income	\$	
\$		Gross Self-Employment Income	\$	
\$		Ordinary & Necessary Business Expenses	\$	
\$		Expected lump sum income or benefits (within 6 months)	\$	

#### C. OVERTIME, COMMISSION AND BONUSES EARNED:

[Past Three Year History - Year 3 Is Most Recent Year]

##### Overtime, Commission, Bonuses

20\_\_ Year 1 \$ \_\_\_\_\_

20\_\_ Year 2 \$ \_\_\_\_\_

20\_\_ Year 3 \$ \_\_\_\_\_

##### Overtime, Commission, Bonuses

20\_\_ Year 1 \$ \_\_\_\_\_

20\_\_ Year 2 \$ \_\_\_\_\_

20\_\_ Year 3 \$ \_\_\_\_\_

#### IV. OTHER SUPPORT INFORMATION:

PLAINTIFF/PETITIONER (1)

DEFENDANT/PETITIONER (2)

\$ \_\_\_\_\_ per year      Court Ordered Spousal Support Payable to a Spouse(s)      \$ \_\_\_\_\_ per year

Number of Your Other Minor Child(ren)  
(not children of this marriage or step children)

#### V. OTHER ASSETS:

List all funds on deposit in any and all accounts in any bank, savings & loan, credit union, regulated investment company, mutual fund or other financial institution. Account includes any of the following: checking, certificate of deposit ("CD"), investment, savings, individual retirement account ("IRA"), stock option, etc. Attach additional pages if needed.

*Name & Address of Financial Institution*

*Name(s) on Account*

*Balance*

#### VI. AFFIANT'S MONTHLY EXPENSES:

List your ACTUAL expenses for your **present household**. If you expect changes in your expenses soon, attach a separate sheet with your ESTIMATED expenses. **If you are living with your parents or someone is helping you with your living expenses, please identify that party \_\_\_\_\_ and the amount of support provided \_\_\_\_\_.**

##### A. MONTHLY EXPENSES

##### LIST ONLY THE EXPENSES YOU PAY

##### 1. Housing

Rent or Mortgage (including taxes and insurance)..... \$ \_\_\_\_\_

Utilities

a. Gas & Electric (level billing or average per month)..... \$ \_\_\_\_\_

b. Water & Sewer ..... \$ \_\_\_\_\_

c. Telephone/Cell Phone (excluding long distance)..... \$ \_\_\_\_\_

d. Trash Collection: ..... \$ \_\_\_\_\_

Other: ..... \$ \_\_\_\_\_

**HOUSING TOTAL..... (A1) \$**

**2. OTHER MONTHLY EXPENSES:**

Grocery (include food, laundry & cleaning products/toiletries etc) ..... \$ \_\_\_\_\_  
Gasoline & Oil ..... \$ \_\_\_\_\_  
Car Repairs ..... \$ \_\_\_\_\_  
Insurance: (life/auto/renter's) ..... \$ \_\_\_\_\_  
Medical (not covered by insurance) ..... \$ \_\_\_\_\_  
Clothing ..... \$ \_\_\_\_\_  
Internet ..... \$ \_\_\_\_\_  
Other ..... \$ \_\_\_\_\_

**OTHER MONTHLY EXPENSES TOTAL ..... (A2) \$**

**B. MONTHLY DEBT PAYMENTS**

Do not list expenses previously listed in Section A (Monthly Expenses). Attach additional pages if needed.

<b><u>TO WHOM PAID</u></b> (ALSO INDICATE NAME ACCOUNT IS IN OR JOINT ACCOUNT)	<b><u>PURPOSE/SECURITY</u></b> (IF CAR LOAN, STATE MODEL & WHO DRIVES IT)	<b><u>MONTHLY PAYMENT</u></b>	<b><u>TOTAL BALANCE DUE</u></b>
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**MONTHLY DEBT PAYMENTS TOTAL ..... (B) \$**  
**GRAND TOTAL MONTHLY EXPENSES .....(A1 + A2 + B) \$**

## VII. HEALTH INSURANCE:

GROUP HEALTH INSURANCE COVERAGE AVAILABLE FOR DEPENDENT CHILDREN  
(This section to be filled in **ONLY** when there are dependent children of the parties.)

CHECK IF CHILDREN ARE CURRENTLY ENROLLED: ☐ FAMILY PLAN or ☐ INDIVIDUAL PLAN

**PLAINTIFF/PETITIONER (1)**

YES NO  
YES NO

Available through employment  
Other Group Plan

Insurance Company Name

Address

Policy Number

Employee Cost

(Indicate "0" if no cost to party)

**DEFENDANT/PETITIONER (2)**

YES NO  
YES NO

\$ \_\_\_\_\_ per month

\$ \_\_\_\_\_ per month

Affiant states that the information contained herein and attached hereto, is complete and accurate to the best of his/her information, knowledge or belief under penalty of law.

\_\_\_\_\_  
Attorney for Plaintiff/Defendant/Petitioner

\_\_\_\_\_  
Affiant Plaintiff/Petitioner (1)  
Defendant/Petitioner (2)

Sworn to and subscribed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_



**COURT OF COMMON PLEAS  
DOMESTIC RELATIONS DIVISION  
MONTGOMERY COUNTY, OHIO**

Plaintiff/Petitioner		Case No.	
		Judge	
vs./and		Magistrate	
Defendant/Petitioner/Respondent			

**Instructions:** Check local court rules to determine when this form must be filed.  
By law, an affidavit must be filed and served with the first pleading filed by each party in every parenting (custody/visitation) proceeding in this Court, including Dissolutions, Divorces and Domestic Violence Petitions. Each party has a continuing duty while this case is pending to inform the Court of any parenting proceeding concerning the child(ren) in any other court in this or any other state. **If more space is needed, add additional pages.**

**PARENTING PROCEEDING AFFIDAVIT (R.C. 3127.23(A))**

Affidavit of \_\_\_\_\_  
(Print Your Name)

**Check and complete ALL THAT APPLY:**

1. ☐ I request that the court not disclose my current address or that of the child(ren). My address is confidential pursuant to R.C. 3127.23(D) and should be placed under seal to protect the health, safety, or liberty of myself and/or the child(ren).
2. ☐ Minor child(ren) are subject to this case as follows:

Insert the information requested below for all minor or dependent children of the parties. You must list the residences for all places where the children have lived for the last **FIVE** years.

<b>a. Child's Name:</b> _____		<b>Place of Birth:</b> _____	
<b>Date of Birth:</b> _____		<b>Sex:</b> <input type="checkbox"/> Male <input type="checkbox"/> Female	
<u>Date of Residence</u>	<u>Check if Confidential</u>	<u>Person(s) With Whom Child Lived</u> (name and address)	<u>Relationship</u>
_____ to present	<input type="checkbox"/> Address Confidential?	_____	_____
	<input type="checkbox"/> Address	_____	_____

\_\_\_\_\_ to \_\_\_\_\_ Confidential? \_\_\_\_\_

\_\_\_\_\_ to \_\_\_\_\_ ☐ Address Confidential? \_\_\_\_\_

\_\_\_\_\_ to \_\_\_\_\_ ☐ Address Confidential? \_\_\_\_\_

**b. Child's Name:** \_\_\_\_\_ **Place of Birth:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Sex:** ☐ Male ☐ Female

☐ Check this box if the information below is the same as in Section 1(a). Skip to the next question.

<u>Date of Residence</u>	<u>Check if Confidential</u>	<u>Person(s) With Whom Child Lived</u> (name and address)	<u>Relationship</u>
_____ to present	<input type="checkbox"/> Address Confidential?	_____	_____
_____ to _____	<input type="checkbox"/> Address Confidential?	_____	_____
_____ to _____	<input type="checkbox"/> Address Confidential?	_____	_____
_____ to _____	<input type="checkbox"/> Address Confidential?	_____	_____

**c. Child's Name:** \_\_\_\_\_ **Place of Birth:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Sex:** ☐ Male ☐ Female

☐ Check this box if the information below is the same as in Section 1(a). Skip to the next question.

<u>Date of Residence</u>	<u>Check if Confidential</u>	<u>Person(s) With Whom Child Lived</u> (name and address)	<u>Relationship</u>
_____ to present	<input type="checkbox"/> Address Confidential?	_____	_____
_____ to _____	<input type="checkbox"/> Address Confidential?	_____	_____
_____ to _____	<input type="checkbox"/> Address Confidential?	_____	_____
_____ to _____	<input type="checkbox"/> Address Confidential?	_____	_____

IF MORE SPACE IS NEEDED FOR ADDITIONAL CHILDREN, ATTACH A SEPARATE PAGE AND CHECK THIS BOX ☐.

**3. Participation in custody case(s): (Check only one box)**

- ☐ I **HAVE NOT** participated as a party, witness, or in any capacity in any other case, in this or any other state, concerning the custody of, or visitation (parenting time), with any child subject to this case.
- ☐ I **HAVE** participated as a party, witness, or in any capacity in any other case, in this or any other state, concerning the custody of, or visitation (parenting time), with any child subject to this case. For each case in which participated, give the following information:

a. Name of each child:

b. Type of case: \_\_\_\_\_

c. Court and State: \_\_\_\_\_

d. Date and court order or judgment (if any):

\_\_\_\_\_

IF MORE SPACE IS NEEDED FOR ADDITIONAL CHILDREN, ATTACH A SEPARATE PAGE AND CHECK THIS BOX ☐.

**4. Information about other civil case(s) that could effect this case: (Check only one box)**

- ☐ I **HAVE NO INFORMATION** about any other civil cases that could affect the current case, including any cases relating to custody; domestic violence or protection orders; dependency, neglect, or abuse allegations or adoptions concerning any child subject to this case.
- ☐ I **HAVE THE FOLLOWING INFORMATION** concerning other civil cases that could affect the current case, including any cases relating to custody; domestic violence or protection orders, dependency, neglect or abuse allegations or adoptions concerning a child subject to this case. Do not repeat cases already listed in Paragraph 3. Explain:

a. Name of each child:

b. Type of case: \_\_\_\_\_

c. Court and State: \_\_\_\_\_

d. Date and court order or judgment (if any):

\_\_\_\_\_

IF MORE SPACE IS NEEDED FOR ADDITIONAL CHILDREN, ATTACH A SEPARATE PAGE AND CHECK THIS BOX ☐.

**5. Information about criminal case(s):**

List all of the criminal convictions, including guilty pleas, for you and the members of your household for the following offenses: any criminal offense involving acts that resulted in a child being abused or neglected; any domestic violence offense that is a violation of R.C. 2919.25; any sexually oriented offense as defined in R.C. 2950.01; and any offense involving a victim who was a family or household member at the time of the offense and caused physical harm to the victim during the commission of the offense.

<u>Name</u>	<u>Case Number</u>	<u>Court/State/County</u>	<u>Convicted of What Crime?</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

IF MORE SPACE IS NEEDED FOR ADDITIONAL CHILDREN, ATTACH A SEPARATE PAGE AND CHECK THIS BOX ☐.

**6. Persons not a party to this case who has physical custody or claims to have custody or visitation rights to children subject to this case: (Check only one box)**

☐ I **DO NOT KNOW OF ANY PERSON(S)** not a party to this case who has/have physical custody or claims to have custody or visitation rights with respect to any child subject to this case.

☐ I **KNOW THAT THE FOLLOWING NAMED PERSON(S)** not a party to this case has/have physical custody or claim(s) to have custody or visitation rights with respect to any child subject to this case.

a. Name/Address of Person: \_\_\_\_\_

☐ Has physical custody ☐ Claims custody rights ☐ Claims visitation rights

Name of each child:

\_\_\_\_\_

b. Name/Address of Person: \_\_\_\_\_

☐ Has physical custody ☐ Claims custody rights ☐ Claims visitation rights

Name of each child:

\_\_\_\_\_

c. Name/Address of Person: \_\_\_\_\_

☐ Has physical custody ☐ Claims custody rights ☐ Claims visitation rights

Name of each child:

\_\_\_\_\_

**OATH**

(Do not sign until Notary is present)

I, (print name) \_\_\_\_\_, swear or affirm that I have read this document and, to the best of my knowledge and belief, the facts and information stated in this document are true, accurate, and complete. I understand that if I do not tell the truth, I may be subject to penalties for perjury.

\_\_\_\_\_  
Your Signature

Sworn before me and signed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires:  
\_\_\_\_\_

## PRIMARY PARTY

### Demographics / Social History

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

DOB: \_\_\_\_\_

Age: \_\_\_\_\_

Sex: \_\_\_\_\_

Interpreter needed? \_\_\_\_\_

Language / Dialect: \_\_\_\_\_

Currently pregnant? \_\_\_\_\_

Due Date: \_\_\_\_\_

Number of Marriages: \_\_\_\_\_

### Birthplace

City: \_\_\_\_\_

State: \_\_\_\_\_

Country: \_\_\_\_\_

### Education

Education Level: \_\_\_\_\_

Years of College: \_\_\_\_\_

Degree: \_\_\_\_\_

### Physical Address

Confidential address? \_\_\_\_\_

Address Line 1: \_\_\_\_\_

Address Line 2: \_\_\_\_\_

City: \_\_\_\_\_

County: \_\_\_\_\_

State: \_\_\_\_\_

Zip / Postal Code: \_\_\_\_\_

Resident of Ohio for 6 months? \_\_\_\_\_

Resident of Montgomery

County for 90 days? \_\_\_\_\_

### Contact Information

Email: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

### Current Court Cases

Bankruptcy Case #: \_\_\_\_\_

Location: \_\_\_\_\_

Domestic Violence Case #: \_\_\_\_\_

Location: \_\_\_\_\_

Other Legal Cases: \_\_\_\_\_

### Aliases or Former Names

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

### Physical Description

Race: \_\_\_\_\_

Height: \_\_\_\_\_

Weight: \_\_\_\_\_

Hair Color: \_\_\_\_\_

Eye Color: \_\_\_\_\_

### Financial Information

Do you receive public assistance? \_\_\_\_\_

Are you retired? \_\_\_\_\_

Are you currently enlisted in the military? \_\_\_\_\_

Duty Station: \_\_\_\_\_

### Occupation / Employer

Currently employed? \_\_\_\_\_

#### Employer #1

Employer Name: \_\_\_\_\_

Work Position: \_\_\_\_\_

Employer Street: \_\_\_\_\_

Employer City: \_\_\_\_\_

Employer State: \_\_\_\_\_

Employer Zip: \_\_\_\_\_

Employer Phone: \_\_\_\_\_

Work Hours: \_\_\_\_\_

#### Employer #2

Employer Name: \_\_\_\_\_

Work Position: \_\_\_\_\_

Employer Street: \_\_\_\_\_

Employer City: \_\_\_\_\_

Employer State: \_\_\_\_\_

Employer Zip: \_\_\_\_\_

Employer Phone: \_\_\_\_\_

Work Hours: \_\_\_\_\_

#### Employer #3

Employer Name: \_\_\_\_\_

Work Position: \_\_\_\_\_

Employer Street: \_\_\_\_\_

Employer City: \_\_\_\_\_  
Employer State: \_\_\_\_\_  
Employer Zip: \_\_\_\_\_  
Employer Phone: \_\_\_\_\_  
Work Hours: \_\_\_\_\_

Employer #4

Employer Name: \_\_\_\_\_  
Work Position: \_\_\_\_\_  
Employer Street: \_\_\_\_\_

Employer City: \_\_\_\_\_  
Employer State: \_\_\_\_\_  
Employer Zip: \_\_\_\_\_  
Employer Phone: \_\_\_\_\_  
Work Hours: \_\_\_\_\_

Gross Annual Earnings: \_\_\_\_\_  
Pension: \_\_\_\_\_

SECONDARY PARTY

Demographics / Social History

First Name: \_\_\_\_\_  
Middle Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
Age: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Interpreter needed? \_\_\_\_\_  
Language / Dialect: \_\_\_\_\_  
Currently pregnant? \_\_\_\_\_  
Due Date: \_\_\_\_\_  
Number of Marriages: \_\_\_\_\_

Birthplace

City: \_\_\_\_\_  
State: \_\_\_\_\_  
Country: \_\_\_\_\_

Education

Education Level: \_\_\_\_\_  
Years of College: \_\_\_\_\_  
Degree: \_\_\_\_\_

Physical Address

Confidential Address? \_\_\_\_\_  
Address Line 1: \_\_\_\_\_  
Address Line 2: \_\_\_\_\_  
City: \_\_\_\_\_  
County: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip / Postal Code: \_\_\_\_\_  
Resident of Ohio for 6 months? \_\_\_\_\_  
Resident of Montgomery  
County for 90 days? \_\_\_\_\_

Email: \_\_\_\_\_

Contact Information

Home Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_

Current Court Cases

Bankruptcy Case #: \_\_\_\_\_  
Location: \_\_\_\_\_  
Domestic Violence Case #: \_\_\_\_\_  
Location: \_\_\_\_\_  
Other Legal Cases: \_\_\_\_\_

Aliases or Former Names

First Name: \_\_\_\_\_  
Middle Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_

Physical Description

Race: \_\_\_\_\_  
Height: \_\_\_\_\_  
Weight: \_\_\_\_\_  
Hair Color: \_\_\_\_\_  
Eye Color: \_\_\_\_\_

Financial Information

Do you receive public assistance? \_\_\_\_\_  
Are you retired? \_\_\_\_\_  
Are you currently enlisted in the military? \_\_\_\_\_  
Duty Station: \_\_\_\_\_

Occupation / Employer

Currently employed? \_\_\_\_\_

Employer #1

Employer Name: \_\_\_\_\_

Work Position: \_\_\_\_\_  
Employer Street: \_\_\_\_\_  
Employer City: \_\_\_\_\_  
Employer State: \_\_\_\_\_  
Employer Zip: \_\_\_\_\_  
Employer Phone: \_\_\_\_\_  
Work Hours: \_\_\_\_\_

Employer #2

Employer Name: \_\_\_\_\_  
Work Position: \_\_\_\_\_  
Employer Street: \_\_\_\_\_  
Employer City: \_\_\_\_\_  
Employer State: \_\_\_\_\_  
Employer Zip: \_\_\_\_\_  
Employer Phone: \_\_\_\_\_  
Work Hours: \_\_\_\_\_

Employer #3

Employer Name: \_\_\_\_\_

Work Position: \_\_\_\_\_  
Employer Street: \_\_\_\_\_  
Employer City: \_\_\_\_\_  
Employer State: \_\_\_\_\_  
Employer Zip: \_\_\_\_\_  
Employer Phone: \_\_\_\_\_  
Work Hours: \_\_\_\_\_

Employer #4

Employer Name: \_\_\_\_\_  
Work Position: \_\_\_\_\_  
Employer Street: \_\_\_\_\_  
Employer City: \_\_\_\_\_  
Employer State: \_\_\_\_\_  
Employer Zip: \_\_\_\_\_  
Employer Phone: \_\_\_\_\_  
Work Hours: \_\_\_\_\_

Gross Annual Earnings: \_\_\_\_\_

Pension: \_\_\_\_\_

## MARRIAGE INFORMATION

Marriage Date: \_\_\_\_\_

Place of Marriage: \_\_\_\_\_

Cohabiting at present? \_\_\_\_\_

Date Separated: \_\_\_\_\_

Who left first? \_\_\_\_\_

Real Estate

Does the Primary Party or Secondary Party own any real estate? \_\_\_\_\_

Joint Holdings:

---

Primary Party Holdings:

---

Secondary Party Holdings:

---



## CHILDREN

Child #1

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
SSN: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Name of School: \_\_\_\_\_  
Grade: \_\_\_\_\_  
Living With: \_\_\_\_\_

Child #2

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
SSN: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Name of School: \_\_\_\_\_  
Grade: \_\_\_\_\_  
Living With: \_\_\_\_\_

Child #3

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
SSN: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Name of School: \_\_\_\_\_  
Grade: \_\_\_\_\_  
Living With: \_\_\_\_\_

Child #4

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
SSN: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Name of School: \_\_\_\_\_  
Grade: \_\_\_\_\_  
Living With: \_\_\_\_\_

Child #5

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
SSN: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Name of School: \_\_\_\_\_  
Grade: \_\_\_\_\_  
Living With: \_\_\_\_\_

Child #6

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
SSN: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Name of School: \_\_\_\_\_  
Grade: \_\_\_\_\_  
Living With: \_\_\_\_\_

Child #7

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
SSN: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Name of School: \_\_\_\_\_  
Grade: \_\_\_\_\_  
Living With: \_\_\_\_\_

Child #8

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
SSN: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Name of School: \_\_\_\_\_  
Grade: \_\_\_\_\_  
Living With: \_\_\_\_\_

Child #9

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Residing With Parent of this Marriage? \_\_\_\_\_  
Child Support Paid? \_\_\_\_\_  
Child Support Received? \_\_\_\_\_

Child #10

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Residing With Parent of this Marriage? \_\_\_\_\_  
Child Support Paid? \_\_\_\_\_  
Child Support Received? \_\_\_\_\_

Child #11

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Residing With Parent of this Marriage? \_\_\_\_\_  
Child Support Paid? \_\_\_\_\_  
Child Support Received? \_\_\_\_\_

Child #12

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Residing With Parent of this Marriage? \_\_\_\_\_  
Child Support Paid? \_\_\_\_\_  
Child Support Received? \_\_\_\_\_

Child #13

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Residing With Parent of this Marriage? \_\_\_\_\_  
Child Support Paid? \_\_\_\_\_  
Child Support Received? \_\_\_\_\_

Child #14

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Residing With Parent of this Marriage? \_\_\_\_\_  
Child Support Paid? \_\_\_\_\_  
Child Support Received? \_\_\_\_\_

Child #15

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Residing With Parent of this Marriage? \_\_\_\_\_  
Child Support Paid? \_\_\_\_\_  
Child Support Received? \_\_\_\_\_

Child #16

Child of Parties? \_\_\_\_\_  
First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
DOB: \_\_\_\_\_  
Sex: \_\_\_\_\_  
Residing With Parent of this Marriage? \_\_\_\_\_  
Child Support Paid? \_\_\_\_\_  
Child Support Received? \_\_\_\_\_

Applicant Name \_\_\_\_\_

## APPLICATION FOR CHILD SUPPORT SERVICES NON-PUBLIC ASSISTANCE APPLICANT/RECIPIENT

**IMPORTANT:** If you are receiving ADC or Medicaid, do not complete this application because you became eligible for child support services when you signed the ADC/Medicaid application.

I, \_\_\_\_\_, request child support services from the Montgomery County CSEA (Child Support Enforcement Agency). I understand and agree to the following:

- A. I am a resident of the county in which services are requested and no other Ohio county has jurisdiction over support –  
OR –I am requesting services from the Ohio county of jurisdiction.
- B. The only fee that can be charged for services is a one dollar application fee. Some counties pay this fee for the applicants.
- C. Recipients of child support services shall cooperate to the best of their ability with the CSEA. (See attached rights and responsibility information).
- D. In providing IV-D services, the CSEA and any of its contracted agents (e.g., prosecutors, attorneys, hearing officers, etc.) represent the best interest of the children of the state of Ohio and do not represent any IV-D recipient or the IV-D recipient's personal interest.

The Child Support Enforcement Agency can assist you in providing the following services:

- 1. Location of Absent Parents.**  
The agency can assist in finding where an absent parent is currently living, in what city, town, or state. The applicant can request 'Location Only Services', if the sole need is to find the whereabouts of the absent parent.
- 2. Establishment or Adjustment of Child Support and Medical Support.**  
The CSEA can assist you to obtain an order for support if you are separated, have been deserted, or need to establish paternity (fatherhood). The CSEA can also assist you in changing the amount of support orders (adjustment), and to establish a medical support order.
- 3. Enforcement of Existing Orders.**  
The CSEA can help you collect current and past-due child support.
- 4. Federal and State Income Tax Refund Offset Submittals for the Collection of Child Support Arrearages.**  
The agency can collect past-due support (arrearages) by intercepting a payor's federal and state income tax refunds in some cases.
- 5. Withholding of Wages and Unearned Income for the Payment of Court Ordered Support.**  
The agency can help you get payroll deductions for current and past-due child support and can intercept unemployment compensation to collect child support.
- 6. Establishment of Paternity.**  
The agency can obtain an order for the establishment of paternity (fatherhood), if you were not married to the father of the child. An absent parent may request paternity services.
- 7. Collection and Disbursement of Payments.**  
The CSEA can collect the child support for you, and send you a check for the amount of the payments received. Past-due support collected will be paid to you until all of the past-due support you are owed is paid.
- 8. Interstate Collection of Child Support.**  
The agency can assist you in collecting support if the payor is living in another state or in some foreign countries.

## APPLICANT INFORMATION

Name:	_____	Date of Birth:	_____
Home Address:	_____ _____	Mailing Address:	_____ _____
Home Phone #:	_____		
Social Security #:	_____	Sex:	_____
Race:	_____	<input type="checkbox"/> Single	<input type="checkbox"/> Married
Relationship to Children:	_____	<input type="checkbox"/> Divorced	<input type="checkbox"/> Separated
Military Service	_____	Ever been on	
(Branch, Dates):	_____	Public Assistance?	_____
		(When and Where)	_____ _____

## EMPLOYER INFORMATION

Employer Name:	_____	Employer Phone #:	_____
Employer	_____	Is Medical Insurance Available?	_____
Address:	_____ _____		_____

	CHILD 1	CHILD 2	CHILD 3
Name:			
Sex:			
Race:			
Social Security #:			
Date of Birth:			
Home Address:			
Location of Birth:			

(Country, State, City)			
Has Paternity (Fatherhood) been Established?			
Name(s) of Absent Parent(s):			
Is there an Order for Support?			
Is the Child covered by Medical Insurance?			

### ABSENT PARENT INFORMATION

	PARENT 1	PARENT 2	PARENT 3
Name (and alias):			
Home Address:			
Mailing Address:			
Social Security #:			
Date of Birth:			
Location of Birth (Country, State, City):			
Race:			
Sex:			
Height / Weight:			
Hair / Eye Color:			
Identifying Marks (Tattoos, scars, etc.):			
Names of Children:			
Name and Address of Employer:			

Employer Phone #:			
Medical Insurance Provided?			
Support Order #:			
Date of Support Order:			
Amount of Support:	\$	\$	\$
Order Frequency:	Per	Per	Per
Location where Order was issued:			
Military Service (Branch, Dates):			
Ever Incarcerated? (Location, Dates):			
Arrest Record (Location, Dates):			
Name, Address Current Spouse:			
Father's Name:			
Mother's Name (Maiden):			
Ever been on Public Assistance? (Location, Dates)			

Type(s) of Service(s) Requested:

- ☐ All services listed
- ☐ Location of absent parent only
- ☐ Other (please explain) \_\_\_\_\_

I understand that the Child Support Agency within 20 days of receiving this application will contact me by a written notice to inform me if my case has been accepted for child support services (IV-D Services).

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**IN THE COURT OF COMMON PLEAS**  
**DOMESTIC RELATIONS**      **Division**  
**MONTGOMERY**              **COUNTY, OHIO**

Name	:	Case No.
	:	
Street Address	:	Judge
	:	
City, State and Zip Code	:	
Plaintiff/Petitioner	:	Magistrate
	:	
vs./and	:	
	:	
Name	:	
	:	
Street Address	:	
	:	
City, State and Zip Code	:	
Defendant/Petitioner	:	

<b>Instructions:</b> This form is used when you want to request documents to be served on the other party. You must indicate the requested method of service by marking the appropriate box.
--

**REQUEST FOR SERVICE**

TO THE CLERK OF COURT:

Please serve the following documents on the following parties as I have indicated below:

## REQUEST FOR SERVICE

☐ Defendant/Petitioner at the address shown above.

☐ Service By Clerk, Return Receipt Requested

☐ Issuance to Sheriff of \_\_\_\_\_ County, Ohio for ☐ Personal or ☐ Residence service

☐ Other (specify) \_\_\_\_\_

☐ Plaintiff/Petitioner at the address shown above.

☐ Service By Clerk, Return Receipt Requested

☐ Issuance to Sheriff of \_\_\_\_\_ County, Ohio for ☐ Personal or ☐ Residence service

☐ Other (specify) \_\_\_\_\_

☐ \_\_\_\_\_ County Child Support Enforcement Agency (provide address below):

☐ Service By Clerk, Return Receipt Requested

☐ Issuance to Sheriff of \_\_\_\_\_ County, Ohio for ☐ Personal or ☐ Residence service

☐ Other (specify) \_\_\_\_\_

☐ Other (address): \_\_\_\_\_

☐ Service By Clerk, Return Receipt Requested

☐ Issuance to Sheriff of \_\_\_\_\_ County, Ohio for ☐ Personal or ☐ Residence service

☐ Other (specify) \_\_\_\_\_

TO BE SERVED: (List all documents to be served.)

\_\_\_\_\_  
Your Signature



**IN THE COMMON PLEAS COURT OF MONTGOMERY COUNTY, OHIO  
DIVISION OF DOMESTIC RELATIONS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
DOB: \_\_\_\_\_

PLAINTIFF

vs.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
DOB: \_\_\_\_\_

DEFENDANT

CASE NO. \_\_\_\_\_

JUDGE: \_\_\_\_\_

**POVERTY AFFIDAVIT**  
**[R.C. 2323.30, 2323.31 and**  
**Mont. D.R. Rule 4.04(B)]**

\*\*\*\*\*

I, \_\_\_\_\_, being duly sworn, says:

1. I am a party in the foregoing action;
2. I am without the funds or assets to give security or a cash deposit to secure costs at this time;
3. I understand that I must inform the court if my financial situation should change before the disposition of my case;
4. I understand that I am subject to criminal charges for providing false information;
5. I understand that if it is determined by the court, that I was not entitled to the suspended deposit/costs that were provided to me, I may be required to reimburse the county for the costs.

6. I understand that the court will ultimately determine which party will be responsible for the payment of costs in this case, unless costs are waived.

\_\_\_\_\_  
SIGNATURE OF AFFIANT

Sworn before me and subscribed in my presence this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

ATTORNEY CERTIFICATION (required if affiant is represented by counsel):

I, \_\_\_\_\_, Attorney at Law, certify that based on my inquiry and the information available to me, that the foregoing statements are true

I further certify that I am/am not being paid by the affiant for my services in the above-mentioned case in the amount of \$\_\_\_\_\_.

I further understand that I am under a continuing obligation to advise the court of any change in the financial status of my client.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COURT OF COMMON PLEAS**  
**MONTGOMERY COUNTY, OHIO**

Plaintiff	v.	Case No.
Defendant		Judge
		Magistrate

**Instructions:** Check local court rules to determine when this form must be filed.  
This form is used to request temporary orders in your divorce or legal separation case. After a party serves a Motion and Affidavit, the other party has 14 days to file a Counter Affidavit and serve it on the party who filed the motion. **If more space is needed, add additional pages.**

☐ **MOTION AND AFFIDAVIT OR** ☐ **COUNTER AFFIDAVIT**  
**FOR TEMPORARY ORDERS**  
**WITHOUT ORAL HEARING**

Check one box below to show whether you are filing a (1) Motion and Affidavit or (2) Counter Affidavit.

☐ **(1) Motion and Affidavit**

(Print Your Name) \_\_\_\_\_ files this Motion and Affidavit under Rule 75(N) of the Ohio Rules of Civil Procedure to request the temporary orders checked here.

Check only those that apply.

	Residential parenting rights (custody)
	Parenting time (visitation)
	Child support
	Spousal support (alimony)
	Payment of debts and/or expenses
	Other: _____

THE OTHER PARTY HAS 14 DAYS FROM THE DATE ON WHICH THIS MOTION IS SERVED TO FILE A COUNTER AFFIDAVIT AND SERVE IT UPON THE PARTY WHO FILED THE MOTION. (See below.)

☐ **(2) Counter Affidavit**

(Print Your Name) \_\_\_\_\_ files this Counter Affidavit in response to a Motion and Affidavit.

**Complete the following information, whether filing Motion and Affidavit or Counter Affidavit. Check all that apply.**

1. ☐ My spouse and I are living separately.  
Date of separation is \_\_\_\_\_ .
- ☐ My spouse and I are living together.
- ☐ We have no minor children. (Skip to number 5.)
- ☐ There are minor child(ren) who are adopted or born of this marriage.  
(List children here.)

Name	Date of birth	Living with
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

- ☐ In addition to the above children there is/are in my household:  
\_\_\_\_\_ adult(s)  
\_\_\_\_\_ other minor and/or dependent child(ren).

2. My child(ren) attend(s) school in:

- ☐ My school district
- ☐ The other parent's school district
- ☐ Open enrollment
- ☐ Other (Explain.) \_\_\_\_\_ .
- ☐ All children do not attend school in the same district. (Explain.)

3. ☐ I request to be named the temporary residential parent and legal custodian of the child(ren).  
(Specify child(ren) if request is not for all children.) \_\_\_\_\_
- ☐ I do not object to my spouse being named the temporary residential parent of the child(ren).
- ☐ I request the following parenting time order:
- ☐ The Court's standard parenting order (See county's local rules of court.)
- ☐ A specific parenting time order as follows:

☐ I have reached an agreement regarding parenting time with my spouse as follows:

---

☐ I request that my spouse's parenting time (visitation) be supervised. (Explain--supervised parenting time order will NOT be granted if the reasons are not explained.)

---

Name of an appropriate supervisor \_\_\_\_\_

4. ☐ A court or agency has made a child support order concerning the child(ren).

Name of Court/Agency \_\_\_\_\_

Date of Order \_\_\_\_\_

SETS No. \_\_\_\_\_

5. I request the Court to order my spouse to pay:

☐ \$ \_\_\_\_\_ child support per month

☐ \$ \_\_\_\_\_ spousal support per month

☐ \$ \_\_\_\_\_ attorney fees, expert fees, court costs

☐ The following debts and/or expenses:

---

☐ Other \_\_\_\_\_

6. ☐ I am willing to attend mediation.

☐ I am not willing to attend mediation.

☐ I request the following court services. (See local rules of court for available services.)

---

State specific reasons why court services are required.

---

### OATH

(Do not sign until notary is present.)

I, (print name) \_\_\_\_\_, swear or affirm that I have read this document and, to the best of my knowledge and belief, the facts and information stated in this document are true, accurate, and complete. I understand that if I do not tell the truth, I may be subject to penalties for perjury.

\_\_\_\_\_  
Your Signature

Sworn before me and signed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires:

### CERTIFICATE OF SERVICE

Check the boxes that apply.

I delivered a copy of my: ☐ Motion and Affidavit or ☐ Counter Affidavit

On: (Date) \_\_\_\_\_, 20 \_\_\_\_

To: (Print name of other party's attorney or, if there is no attorney, print name of the party.)

\_\_\_\_\_  
At: (Print address or fax number.) \_\_\_\_\_.

By: ☐ U.S. Mail  
☐ Fax  
☐ Messenger  
☐ Clerk of courts (if address is unknown)

\_\_\_\_\_  
Your Signature