

APPENDIX I

**JUVENILE COURT
Juvenile Court Face Sheet**

CHILD INFORMATION:

Name _____

 Last First Middle

Child also known as _____

 Last First Middle

SSN: _____ DOB: _____ Gender: _____ Race: _____

Birth City/State: _____

Before Removal of Child (if applicable):

Current Address _____ City/State _____

School and Grade: _____ School District: _____

BIOLOGICAL PARENT INFORMATION:

Mother's Name

 Last First Middle

Also known as _____

 Last First Middle

Address: _____

 Number/Street City/State Zip

Phone Number: _____ SSN: _____

DOB: _____ Gender: _____ Race: _____ Custody Type: _____
(legal, shared parenting, shared custody)

Mother's Marital Status: _____ Interpreter Needed: yes no
(married, divorced, never married, etc ...)

Language: _____ Interpreter needed for whom: _____

Father's Name

 Last First Middle

Also known as _____

 Last First Middle

Address: _____

 Number/Street City/State Zip

Phone Number: _____ SSN: _____

DOB: _____ Gender: _____ Race: _____ Custody Type: _____
(legal, shared parenting, shared custody)

Father's Marital Status: _____ Interpreter Needed: yes no
(married, divorced, never married, etc ...)

Language: _____ Interpreter needed for whom: _____

**IN THE COURT OF COMMON PLEAS
BUTLER COUNTY, OHIO
JUVENILE COURT**

Case Caption (Name of the Case)

Case No _____

**MOTION FOR VISITATION
CODE 730**

_____ moves the Court to issue the following order or orders:
(Your name)

(Type of order being requested)

The name and date of birth of the child involved in this motion is:

NAME _____ DOB _____

The names and addresses of the parties to this action are as follows:

1. Your Name, _____
Any maiden name or aliases by which you have been known: _____

Your Address, _____
Zip Code, _____
Date of Birth, _____
Telephone Number, _____
School District where you reside, _____
Your relationship to the child is: (example: grandmother, uncle, aunt, sister etc. NOTE:
If you are not legally related to the child, you must have a home study prepared before
the hearing. See HOME STUDY in the instructions.) _____
2. Said child now resides at _____ which is
located within the _____ school district in Butler
County, Ohio.

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The reason that I want the court to issue the order is:

Your signature

NOTICE OF HEARING

A hearing on the above motion will be held on: _____
at Butler County Juvenile Court, 280 North Fair Avenue, Hamilton, Ohio 45011 before a Judge
or a Magistrate of the Court.

CHILD CUSTODY AFFIDAVIT

§3127.23 O.R.C.

- This form or a form identical in content to this form must be completed and attached to each party's initial pleading in any child custody proceeding.
- A public children services agency need not complete and attach this affidavit with its pleadings.
- Each party has an ongoing duty to inform the court of any child custody proceeding concerning the child in this or any other state that could affect the current proceeding.

In Re: _____
(Insert name of child above)

The undersigned _____, being duly sworn, state that the following information, if reasonably ascertainable, is true and accurate to the best of his or her knowledge, information, and belief.

1. The child's current address or whereabouts is:

Address: _____
City/State/Zip _____

2. The child has lived with the following persons within the past five (5) years (attach additional page if necessary):

Name: _____
Relationship to child: _____
Address: _____
City/State/Zip _____
Phone Number: _____
Time period: From _____ To _____

Name: _____
Relationship to child: _____
Address: _____
City/State/Zip _____
Phone Number: _____
Time period: From _____ To _____

3. The current addresses of the persons with whom the child has resided within the past five (5) years are as follows (attach additional page if necessary):

Name: _____
Address: _____
City/State/Zip _____
Phone Number: _____
Name: _____
Address: _____
City/State/Zip _____
Phone Number: _____

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4. I have have not participated as a party, witness, or in any other capacity in any other proceeding concerning the allocation, between the parents of this child, of parental rights and responsibilities for the care of the child including any designation of parenting time rights and the designation of the residential parent and legal custodian of the child or that otherwise concerned the custody of or visitation with the child. If so, the court, case number and the date of the child custody determination is as follows (attach additional page if necessary):

State and County name: _____
Date: _____
Case Number: _____

5. I have do not have any knowledge of any proceedings that could affect the current proceeding, including proceedings for enforcement of child custody determinations, proceedings relating to domestic violence or protection orders, proceedings to adjudicate the child as an abused, neglected, or dependent child, proceedings seeking termination of parental rights, and adoptions. If so, the court, the case number, and the nature of the proceeding(s) is/are as follows (attach additional page if necessary):

State and County name: _____
Date: _____
Case Number: _____

6. I know do not know of any person who is not a party to the proceeding and has physical custody of the child or claims to be a parent of the child who is designated the residential parent and legal custodian of the child or to have parenting time rights with respect to the child or to be a person other than a parent of the child who has custody or visitation rights with respect to the child. If so, the names and addresses of those persons are as follows (attach additional page if necessary):

Name: _____
Address: _____
City/State/Zip _____
Phone Number: _____
Name: _____
Address: _____
City/State/Zip _____
Phone Number: _____

7. I am requesting that the information contained in this affidavit be kept under seal and not be disclosed to the other party or parties in this action for the following reason(s): _____

Affiant/Petitioner

Sworn to and subscribed before me and in my presence on _____, _____.

Notary Public

IN THE COURT OF COMMON PLEAS
JUVENILE COURT
BUTLER COUNTY, OHIO

Case No. _____

REQUEST FOR SERVICE

In Re: _____
(Insert name of child here)

TO THE CLERK:

The undersigned movant respectfully requests that you serve the following person(s) with a summons and a copy of the complaint as filed in this case by certified mail with return receipt requested and by ordinary mail.

| | |
|----------------|----------------|
| Name: _____ | Name: _____ |
| Address: _____ | Address: _____ |
| _____ | _____ |
| Name: _____ | Name: _____ |
| Address: _____ | Address: _____ |
| _____ | _____ |

The undersigned movant respectfully requests that you serve the following person(s) with a summons and a copy of the complaint as filed in this case by personal service by the sheriff's office.

| | |
|----------------|----------------|
| Name: _____ | Name: _____ |
| Address: _____ | Address: _____ |
| _____ | _____ |

The undersigned movant respectfully requests that you serve the following person(s) by publication. Affidavit(s) regarding this request are attached.

Name: _____ Name: _____

Court Date: _____ Signed: _____
Movant

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**IN THE COURT OF COMMON PLEAS
JUVENILE COURT
BUTLER COUNTY, OHIO**

Case No. _____

Affidavit for Service by Publication

Insert name of child here
In Re: _____ DOB: _____

The movant _____, being duly sworn, states that the following information is true and accurate to the best of their knowledge, information, and belief.

1. That the law requires that the following person _____ must be served with notice of this proceeding.
2. That the last known address of the person to be served is _____
3. That, despite diligent efforts, the last known address of the person to be served could not be found. Those diligent efforts include: (Insert here a description of what was done to attempt to locate said person's last address, for example, contacts with parents, other relatives, searches of public records.) _____
4. That, despite diligent efforts, the current address of the person to be served could not be found. Those diligent efforts include: (Insert here a description of what was done to attempt to locate said person's last address, for example, contacts with parents, other relatives, searches of public records.) _____
5. That the names of the parents of these children are: _____ (mother) _____ (father).

Movant's Signature

The State of _____, _____, County.

_____, being first duly sworn, states that the statements contained in the foregoing affidavit are true to the best of his/her knowledge, information, and belief and that the execution of the foregoing consent and waiver is his/her voluntary act and deed.

Sworn to and subscribed before me on:

Notary Public

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