



SUPERIOR COURT OF CALIFORNIA

**COUNTY OF TULARE**

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## GRANDPARENT VISITATION

Forms included in this packet:			
TO READ	This packet		Instructions
<b>TO COMPLETE AND FILE</b>	<b>EXISTING CASE</b>	FL-371	Notice of Motion and Declaration for Joinder
		FL-375	Summons (Joinder)
		FL-300	Request for Order
	<b>NEW CASE</b>	FAM-011	Petition for Grandparent Visitation (Local Form)
		SUM-100	Summons
		FL-105/GC-120	Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)
		FL-105(A)	Attachment to Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)
		FL-300	Request for Order
	<b>TO SERVE (LEAVE BLANK)</b>	<b>EXISTING &amp; NEW</b>	FL-320
<b>TO FILE AFTER SERVICE</b>	<b>EXISTING CASE</b>	FL-330	Proof of Personal Service
		FL-335	Proof of Service by Mail
	<b>NEW CASE</b>	FL-115	Proof of Service of Summons

# Grandparent Visitation

This is an instructional guide to filing a request for Grandparent Visitation, designed to explain the necessary steps for filing your paperwork and obtaining an order of visitation.

## Completing Forms:

Fillable, printable pdf versions of the Judicial Council forms contained in this packet are available online at <https://www.courts.ca.gov/forms.htm>. You can type the forms and print them out for filing.

The local form contained in this packet are available on the Tulare County Superior Court's website at: <https://www.tulare.courts.ca.gov/forms-filing/local-forms-information-filing-instructions>.

## Self Help Resource Center:

If you do not have an attorney representing you, free assistance is available. Please contact the Self-Help Resource Center, also known as the Family Law Facilitator. The Self-Help Resource Center will provide instructions on how to complete the forms and how to properly serve notice on all the necessary parties. They can answer your procedural questions and explain the court process but **CANNOT** provide legal advice or represent you in court. The Self-Help Resource Center can be reached at (559) 737-5500 and [selfhelp@tulare.courts.ca.gov](mailto:selfhelp@tulare.courts.ca.gov), and offices are located at:

- 221 S. Mooney Blvd. (County Civic Center), Room 203, Visalia CA 93291
- 300 E. Olive (South County Justice Center), Porterville, CA 93257

## Other Resources:

If you have further questions or concerns, you may wish to consult with an attorney or use the assistance of a paralegal or typing service. You may also conduct self-research, and find additional information at:

- California Courts' Self-Help website: <https://selfhelp.courts.ca.gov/>
- Tulare County Law Library: <https://tularecounty.ca.gov/lawlibrary/>
  - The Tulare County Law Library is located on the ground floor of the County Civic Center, and Law Library computer terminals are available in the Self-Help Resource Center in the South County Justice Center.
- Sacramento County Public Law Library: <https://saclaw.org/>

## INSTRUCTIONS

Generally, if a child's parents are married and live together with their child, the grandparents can't file papers to ask for visitation. The parents get to decide if their child visits their grandparents. When a child's parents go through a divorce or separation, grandparents can sometimes feel they are being deprived of time with their grandchildren. California recognizes the rights of grandparents to obtain visitation orders with their grandchildren, provided that certain conditions are met. For you to be awarded visitation, the court must find that you have an existing relationship with your grandchild, and that visitation is in the child's best interest. Nonetheless, the parent's right to make decisions for their children is given great deference by the courts. If both parents, or a single parent with physical custody, object to grandparent visitation, the court will generally honor that decision.

If you are a grandparent considering filing a case, consider meeting with a private mediator or counselor first. In mediation, parents and grandparents meet with a neutral person who has experience mediating with families. If mediation works out, it can avoid court and is more likely to help you build a better relationship. If you decide to start a court case, it can often cause tension between you and the grandchild's parents. Further, the judge may not order the visits you want. If the parents are open to mediation, it can be best for everyone.

If you determine that you would like to file a case, please read this packet to determine if and how you can file for grandparent visitation.

### STEP 1

#### DETERMINE WHETHER YOU CAN FILE FOR GRANDPARENT VISITATION

Before filling out your forms, you need to determine whether you can file for grandparent visitation.

- If the parents are married and still together, you **cannot** file for grandparent visitation.
- If the parents are married, but at least one of the following is true, you **can** file for grandparent visitation:
  - The parents are currently separated on a permanent or indefinite basis.
  - One of the parents has been absent for more than a month without the spouse knowing his/her whereabouts.
  - One of the parents joins in the grandparents' petition.
  - The child is residing with someone other than either parent.
  - The child has been adopted by a stepparent.
  - One of the parents is incarcerated or involuntarily institutionalized.
- If the parents are not married, you **can** file for grandparent visitation.

**STEP 2****FILE IN AN EXISTING CASE OR START A NEW CASE**

Once you've established that you can file for grandparent visitation, the next step is determining whether to join an existing case or start a new case.

- **Join an existing case** if the parents of your grandchild have a *pending* case for divorce, legal separation, annulment, or an action to establish parental relationship (Family Code § 3103). This means that no judgment has been entered in the case yet.
- **Start a new case** if the parents do not have any custody case, or if a judgment of parental relationship has *already* been entered in an existing family law case (Family Code § 3104).

**STEP 3****COMPLETE THE NECESSARY FORMS**

There are different forms to complete depending on if you join an existing case or start a new case. In both scenarios, you will complete form **FL-300 – Request for Order**. When filling out the forms, the grandparents are the Petitioner, and both parents are the Respondents.

- **To join an existing case**, complete the following forms:
  - **FL-371** – Notice of Motion and Declaration for Joinder
  - **FL-375** – Summons (Joinder)
  - **FL-300** – Request for Order
- **To start a new case**, complete the following forms:
  - **FAM-011** – Petition for Grandparent Visitation (Local Form)
  - **SUM-100** – Summons
  - **FL-105/GC-120** – Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)
  - **FL-105(A)** – Attachment to Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)
  - **FL-300** – Request for Order

Note: There is a fee for filing these forms. If you would like to apply for a fee waiver, please request a **Fee Waiver** packet from the Clerk.

**STEP 4****MAKE COPIES OF YOUR FORMS**

Make copies of all forms for yourself, your grandchild's parents, and anyone who has custody of the grandchild, including any step-parents. For example, if there are two parents, you will need to make three copies (one for yourself and one for each parent).

If you are requesting to waive fees, make one copy each of:

- **FW-001:** Request to Waive Fees
- **FW-003:** Order on Court Fee Waiver

**STEP 5****FILE YOUR FORMS WITH THE COURT**

Return the original and copies of your forms to the Visalia Courthouse, Clerk of the Court, located at 221 S. Mooney Blvd, Room 201, Visalia, CA 93291, or the South County Justice Center, Court Clerk's window, located at 300 E. Olive Ave, Porterville, CA 93257.

When you file your forms, the clerk will keep the originals and return your copies to you stamped "filed." One of the copies is for you to keep, while the other copies are to serve on the parents.

**STEP 6****SERVE THE PARENTS**

Now that you've filed your paperwork, you will need to serve the parents and any other person who has custody of your grandchild. "Service" means someone 18 years or older, other than you, will deliver the forms to the parents in person or by mail.

In addition to the forms listed in **STEP 3**, you must also serve a blank **Responsive Declaration to Request for Order (FL-320)**. The Fee Waiver forms do not need to be served on the parents.

The person who serves the forms (called the "server") must complete and sign the appropriate **Proof of Service** stating who was served, when, where, and how the service took place.

- If you joined an existing case, the documents can be served in person or by mail. The server will complete form **FL-330 – Proof of Personal Service** or form **FL-335 – Proof of Service by Mail**.
- If you started a new case, the documents must be personally served. The server will complete form **FL-115 – Proof of Service of Summons**.

**STEP 7****FILE THE PROOF OF SERVICE**

You must file the original and one copy of the **Proof of Service** after your grandchild's parents are served. The Proof of Service tells the court that the other party received the forms and was notified of the court date in a legally acceptable way. The clerk will give you back your copy for your records. Keep this copy as proof that the other party was served. You can bring your copy to the hearing in case the original is not in the file, especially if you file the Proof of Service close to the hearing date.

**STEP 8****ATTEND THE HEARING**

Your **Request for Order (FL-300)** shows the date, time and place of your hearing. If you and the parents are present and the parents have filed a **Responsive Declaration to Request for Order (FL-320)**, you will be sent to mediation, also known as Child Custody Recommending Counseling (CCRC), to try to come up with an agreement about visitation. If you are unable to come to an agreement, the CCRC Counselor will prepare a written recommendation to the court, and the judge will decide whether and how visitation will take place.



PETITIONER:	CASE NUMBER:
RESPONDENT:	

6. Facts showing that it would be appropriate for this court to determine the particular issue in the proceedings are:

7. Facts showing that each person sought or seeking to be joined is either indispensable to a determination of the particular issue or necessary to the enforcement of any judgment rendered on the issue are:

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

\_\_\_\_\_ (TYPE OR PRINT NAME)      ►      \_\_\_\_\_ (SIGNATURE OF DECLARANT)

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, state bar number, and address):    TELEPHONE NO. (Optional): _____ FAX NO. (Optional): _____ E-MAIL ADDRESS (Optional): _____ ATTORNEY FOR (Name): _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b>  STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
MARRIAGE OF PETITIONER:  RESPONDENT:	
CLAIMANT:	
<b>SUMMONS (JOINDER)</b>	CASE NUMBER:

**NOTICE! You have been sued. The court may decide against you without your being heard unless you respond within 30 days. Read the information below.**

**¡AVISO! Usted ha sido demandado. El tribunal puede decidir contra Ud. sin audiencia a menos que Ud. responda dentro de 30 días. Lea la información que sigue.**

If you wish to seek the advice of an attorney in this matter, you should do so promptly so that your response or pleading, if any, may be filed on time.

Si Usted desea solicitar el consejo de un abogado en este asunto, debería hacerlo inmediatamente, de esta manera, su respuesta o alegación, si hay alguna, puede ser registrada a tiempo.

1.  TO THE  PETITIONER  RESPONDENT  CLAIMANT  
 A pleading has been filed under an order joining (*name of claimant*):

as a party in this proceeding. If you fail to file an appropriate pleading within **30** days of the date this summons is served on you, your default may be entered and the court may enter a judgment containing the relief requested in the pleading, court costs, and such other relief as may be granted by the court, which could result in the garnishment of wages, taking of money or property, or other relief.

2.  TO THE CLAIMANT EMPLOYEE BENEFIT PLAN  
 A pleading on joinder has been filed under the clerk's order joining (*name of employee benefit plan*):

as a party claimant in this proceeding. If the employee benefit plan fails to file an appropriate pleading within **30** days of the date this summons is served on it, a default may be entered and the court may enter a judgment containing the relief requested.

Dated: \_\_\_\_\_ Clerk, By \_\_\_\_\_, Deputy

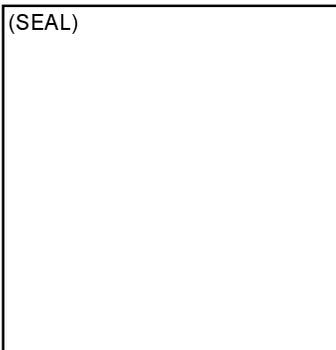
3. NOTICE TO THE PERSON SERVED: You are served

- a.  As an individual.  
 b.  As (or on behalf of) the person sued under the fictitious name of:

c.  On behalf of:

- |  |  |
|--|--|
| Under: <input type="checkbox"/> CCP 416.10 (Corporation)<br><input type="checkbox"/> CCP 416.20 (Defunct Corporation)<br><input type="checkbox"/> CCP 416.40 (Association or Partnership)<br><input type="checkbox"/> Other: | <input type="checkbox"/> CCP 416.60 (Minor)<br><input type="checkbox"/> CCP 416.70 (Incompetent)<br><input type="checkbox"/> CCP 416.90 (Individual)<br><input type="checkbox"/> FC 2062 (Employee Benefit Plan) |
|--|--|

- d.  By personal delivery on (*date*):



**PROOF OF SERVICE-SUMMONS (JOINDER)**  
(Use separate proof of service for each person served)

1. I served the
  - a. **Summons and** (1)  *Request for Joinder of Employee Benefit Plan and Order, Pleading on Joinder-Employee Benefit Plan, blank Notice of Appearance and Response of Employee Benefit Plan*  
(2)  *Notice of Motion and Declaration for Joinder* (3)  *Order re Joinder*  
(4)  *Pleading on Joinder* (specify title):  
(5)  *Other*:
  - b. On (name of party or claimant):
  - c. By serving (1)  Party or claimant. (2)  Other (name and title or relationship to person served):
  - d.  By delivery at  home  business (1) Date of:  
(2) Time of: (3) Address:
  - e.  By mailing (1) Date of: (2) Place of:
2. Manner of service: (check proper box)
  - a.  **Personal service.** By personally delivering copies. (CCP 415.10)
  - b.  **Substituted service on corporation, unincorporated association (including partnership), or public entity.** By leaving, during usual office hours, copies in the office of the person served with the person who apparently was in charge and thereafter mailing (by first-class mail, postage prepaid) copies to the person served at the place where the copies were left. (CCP 415.20(a))
  - c.  **Substituted service on natural person, minor, incompetent, or candidate.** By leaving copies at the dwelling house, usual place of abode, or usual place of business of the person served in the presence of a competent member of the household or a person apparently in charge of the office or place of business, at least 18 years of age, who was informed of the general nature of the papers, and thereafter mailing (by first-class mail, postage prepaid) copies to the person served at the place where the copies were left. (CCP 415.20(b)) (Attach separate declaration or affidavit stating acts relied on to establish reasonable diligence in first attempting personal service.)
  - d.  **Mail and acknowledgment service.** By mailing (by first-class mail or airmail) copies to the person served, together with two copies of the form of notice and acknowledgment and a return envelope, postage prepaid, addressed to the sender. (CCP 415.30) (Attach completed acknowledgment of receipt.)
  - e.  **Certified or registered mail service.** By mailing to address outside California (by registered or certified airmail with return receipt requested) copies to the person served. (CCP 415.40) (Attach signed return receipt or other evidence of actual delivery to the person served.)
  - f.  Other (specify code section):  
 Additional page is attached.
3. The notice to the person served (item 3 on the copy of the summons served) was completed as follows (CCP 412.30, 415.10 and 474):
  - a.  As an individual.
  - b.  As the person sued under the fictitious name of:
  - c.  On behalf of:  
Under:  CCP 416.10 (Corporation)  CCP 416.60 (Minor)  
 CCP 416.20 (Defunct Corporation)  CCP 416.70 (Incompetent)  
 CCP 416.40 (Association or partnership)  CCP 416.90 (Individual)  
 FC 2062 (Employee Benefit Plan)
  - d.  By personal delivery on (date):
4. At the time of service I was at least 18 years of age and not a party to this action.
5. Fee for service: \$.....
6. Person serving
  - a.  Not a registered California process server.
  - b.  Registered California process server.
  - c.  Exempt from registration under Bus. & Prof. Code 22350(b).
  - d.  California sheriff, marshal, or constable.
  - e. Name, address, telephone number, and, if applicable, county of registration and number:

I declare under penalty of perjury that the foregoing is true and correct and that this declaration is executed on (date): \_\_\_\_\_ at (place): \_\_\_\_\_, California.

(For California sheriff, marshal, or constable use only)  
I certify that the foregoing is true and correct and that this certificate is executed on (date): \_\_\_\_\_ at (place): \_\_\_\_\_, California.

(Signature)

(Signature)

PARTY WITHOUT ATTORNEY OR ATTORNEY: STATE BAR NO.: NAME: FIRM NAME: STREET ADDRESS: CITY: STATE: ZIP CODE: TELEPHONE NO.: FAX NO.: E-MAIL ADDRESS: ATTORNEY FOR (name):	<i>FOR COURT USE ONLY</i>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER: RESPONDENT: OTHER PARENT/PARTY:	
<b>REQUEST FOR ORDER</b> <input type="checkbox"/> <b>CHANGE</b> <input type="checkbox"/> <b>TEMPORARY EMERGENCY ORDERS</b> <input type="checkbox"/> Child Custody <input type="checkbox"/> Visitation (Parenting Time) <input type="checkbox"/> Spousal or Partner Support <input type="checkbox"/> Child Support <input type="checkbox"/> Domestic Violence Order <input type="checkbox"/> Attorney's Fees and Costs <input type="checkbox"/> Property Control <input type="checkbox"/> Other (specify):	CASE NUMBER:

**NOTICE OF HEARING**

1. TO (name(s)): \_\_\_\_\_  
 Petitioner    Respondent    Other Parent/Party    Other (specify):

2. A COURT HEARING WILL BE HELD AS FOLLOWS:

a. Date: _____ Time: _____ <input type="checkbox"/> Dept.: _____ <input type="checkbox"/> Room: _____ b. Address of court <input type="checkbox"/> same as noted above <input type="checkbox"/> other (specify):
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3. **WARNING to the person served with the Request for Order:** The court may make the requested orders without you if you do not file a *Responsive Declaration to Request for Order* (form FL-320), serve a copy on the other parties at least nine court days before the hearing (unless the court has ordered a shorter period of time), and appear at the hearing. (See form FL-320-INFO for more information.)

(Forms FL-300-INFO and DV-400-INFO provide information about completing this form.)

**COURT ORDER**  
(FOR COURT USE ONLY)

**It is ordered that:**

- 4.  Time    for service    until the hearing   is shortened. Service must be on or before (date):
- 5.  A *Responsive Declaration to Request for Order* (form FL-320) must be served on or before (date):
- 6.  The parties must attend an appointment for child custody mediation or child custody recommending counseling as follows (specify date, time, and location):
- 7.  The orders in *Temporary Emergency (Ex Parte) Orders* (form FL-305) apply to this proceeding and must be personally served with all documents filed with this *Request for Order*.
- 8.  Other (specify):

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

JUDICIAL OFFICER



PETITIONER: RESPONDENT: OTHER PARENT/PARTY:	CASE NUMBER:
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3.  CHILD SUPPORT

(Note: An earnings assignment may be issued. See *Income Withholding for Support* (form FL-195))

a. I request that the court order child support as follows:

Child's name and age

I request support for each child based on the child support guideline.

Monthly amount (\$) requested (if not by guideline)

Attachment 3a.

b.  I want to change a current court order for child support filed on (date):  
The court ordered child support as follows (specify):

c. I have completed and filed with this *Request for Order* a current *Income and Expense Declaration* (form FL-150) or I filed a current *Financial Statement (Simplified)* (form FL-155) because I meet the requirements to file form FL-155.

d. The court should make or change the support orders because (specify):

Attachment 3d.

4.  SPOUSAL OR DOMESTIC PARTNER SUPPORT

(Note: An *Earnings Assignment Order For Spousal or Partner Support* (form FL-435) may be issued.)

a.  Amount requested (monthly): \$

b.  I want the court to  change  end the current support order filed on (date):  
The court ordered \$ per month for support.

c.  This request is to modify (change) spousal or partner support after entry of a judgment.  
I have completed and attached *Spousal or Partner Support Declaration Attachment* (form FL-157) or a declaration that addresses the same factors covered in form FL-157.

d. I have completed and filed a current *Income and Expense Declaration* (form FL-150) in support of my request.

e. The court should make, change, or end the support orders because (specify):

Attachment 4e.

5.  PROPERTY CONTROL

I request temporary emergency orders

a. The  petitioner  respondent  other parent/party be given exclusive temporary use, possession, and control of the following property that we  own or are buying  lease or rent (specify):

b. The  petitioner  respondent  other parent/party be ordered to make the following payments on debts and liens coming due while the order is in effect:

Pay to: _____	For: _____	Amount: \$ _____	Due date: _____
Pay to: _____	For: _____	Amount: \$ _____	Due date: _____
Pay to: _____	For: _____	Amount: \$ _____	Due date: _____
Pay to: _____	For: _____	Amount: \$ _____	Due date: _____

c.  This is a change from the current order for property control filed on (date):

d. Specify in Attachment 5d the reasons why the court should make or change the property control orders.

PETITIONER: RESPONDENT: OTHER PARENT/PARTY:	CASE NUMBER:
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6.  ATTORNEY'S FEES AND COSTS
- I request attorney's fees and costs, which total (*specify amount*): \$ \_\_\_\_\_ . I filed the following to support my request:
- a. A current *Income and Expense Declaration* (form FL-150).
  - b. A *Request for Attorney's Fees and Costs Attachment* (form FL-319) or a declaration that addresses the factors covered in that form.
  - c. A *Supporting Declaration for Attorney's Fees and Costs Attachment* (form FL-158) or a declaration that addresses the factors covered in that form.

7.  DOMESTIC VIOLENCE ORDER

- Do not use this form to ask for domestic violence restraining orders! Read form DV-505-INFO, *How Do I Ask for a Temporary Restraining Order*, for forms and information you need to ask for domestic violence restraining orders.
- Read form DV-400-INFO, *How to Change or End a Domestic Violence Restraining Order* for more information.

- a. The *Restraining Order After Hearing* (form DV-130) was filed on (*date*): \_\_\_\_\_
- b. I request that the court  change  end the personal conduct, stay-away, move-out orders, or other protective orders made in *Restraining Order After Hearing* (form DV-130). (*If you want to change the orders, complete 7c.*)
- c.  I request that the court make the following changes to the restraining orders (*specify*):  Attachment 7c.
  
- d. I want the court to change or end the orders because (*specify*): \_\_\_\_\_  Attachment 7d.

8.  OTHER ORDERS REQUESTED (*specify*): \_\_\_\_\_  Attachment 8.

9.  TIME FOR SERVICE / TIME UNTIL HEARING I urgently need:
- a.  To serve the *Request for Order* no less than (*number*): \_\_\_\_\_ court days before the hearing.
  - b.  The hearing date and service of the *Request for Order* to be sooner.
  - c. I need the order because (*specify*): \_\_\_\_\_  Attachment 9c.

10.  FACTS TO SUPPORT the orders I request are listed below. The facts that I write in support and attach to this request cannot be longer than 10 pages, unless the court gives me permission.  Attachment 10.

I declare under penalty of perjury under the laws of the State of California that the information provided in this form and all attachments is true and correct.

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

\_\_\_\_\_ (TYPE OR PRINT NAME)       \_\_\_\_\_ (SIGNATURE OF APPLICANT)

 **Requests for Accommodations**  
 Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available if you ask at least five days before the proceeding. Contact the clerk's office or go to [www.courts.ca.gov/forms](http://www.courts.ca.gov/forms) for *Request for Accommodations by Persons With Disabilities and Response* (form MC-410). (Civ. Code, § 54.8.)

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address):  TELEPHONE NO. (Optional): E-MAIL ADDRESS (Optional): ATTORNEY FOR (Name):	<i>FOR COURT USE ONLY</i>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF TULARE</b> <input type="checkbox"/> 221 S. Mooney Blvd., County Civic Center, Visalia CA 93291 <input type="checkbox"/> 300 E. Olive Ave., South county Justice Center, Porterville, CA 93257	
PETITIONER:  RESPONDENT:	
<b>PETITION FOR GRANDPARENT VISITATION</b>	CASE NUMBER:

1. Petitioner's relationship to minor child(ren) listed below:

- Grandmother  Grandfather  
 My son (*name*) \_\_\_\_\_ is the parent of the child(ren).  
 My daughter (*name*) \_\_\_\_\_ is the parent of the child(ren).  
 Other (*specify relationship*): \_\_\_\_\_

<u>Child's name</u>	<u>Birthdate</u>	<u>Currently living with</u> <u>(relationship)/in (county)</u>	<u>Other Parent's Name</u>

Additional children are listed on Attachment 1

2. The parents of the child(ren) (*mark all boxes and complete all spaces that apply*):

- a.  are currently married or have a domestic partnership and are living together.
- b.  are divorced. A Judgment for Dissolution of Marriage or Domestic partnership was entered on: (*specify date*) \_\_\_\_\_, in \_\_\_\_\_ County, (*state/country*) \_\_\_\_\_  
Case Number: \_\_\_\_\_
- c.  are currently involved in a divorce proceeding in \_\_\_\_\_ County, (*state/country*) \_\_\_\_\_ Case Number: \_\_\_\_\_
- d.  are currently married or have a domestic partnership and one of the parents has been absent for more than one month without the other parent knowing the whereabouts of the absent parent.
- e.  have never been married or in a domestic partnership.
- f.  are currently living separate and apart on a permanent or indefinite basis.
- g.  the  mother  father of the minor child(ren) is deceased.
- h.  the child(ren) is/are not residing with either parent.

3. Describe the relationship that has existed between each child and the petitioner(s). Explain the reasons why grandparent visitation is in the best interest of each child.

continued on Attachment 2

4. Specify the duration and frequency of the visitation that the petitioner(s) are requesting:

continued on Attachment 2

5. A completed Declaration under Uniform Child Custody Jurisdiction and Enforcement Act (FL-105) is filed with this Petition.

6. Petitioner(s) request(s) that the court grant reasonable visitation with the above named child(ren) and such other relief as the court may deem appropriate, pursuant to Family Code sections 3100, 3102, 2013, and 3014.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.  
Date:

\_\_\_\_\_  
TYPE OR PRINT NAME HERE

\_\_\_\_\_  
SIGNATURE OF PETITIONER

\_\_\_\_\_  
TYPE OR PRINT NAME HERE

\_\_\_\_\_  
SIGNATURE OF PETITIONER

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**PARENT CONSENT TO PETITIONER’S REQUEST FOR VISITATION:**

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Mother  Father hereby consents to and joins in this Petition for Grandparent Visitation.

Date:

\_\_\_\_\_  
TYPE OR PRINT NAME HERE

\_\_\_\_\_  
SIGNATURE OF PETITIONER

**SUMMONS  
(CITACION JUDICIAL)**

FOR COURT USE ONLY  
(SOLO PARA USO DE LA CORTE)

**NOTICE TO DEFENDANT:  
(AVISO AL DEMANDADO):**

**YOU ARE BEING SUED BY PLAINTIFF:  
(LO ESTÁ DEMANDANDO EL DEMANDANTE):**

**NOTICE!** You have been sued. The court may decide against you without your being heard unless you respond within 30 days. Read the information below.

You have 30 CALENDAR DAYS after this summons and legal papers are served on you to file a written response at this court and have a copy served on the plaintiff. A letter or phone call will not protect you. Your written response must be in proper legal form if you want the court to hear your case. There may be a court form that you can use for your response. You can find these court forms and more information at the California Courts Online Self-Help Center ([www.courtinfo.ca.gov/selfhelp](http://www.courtinfo.ca.gov/selfhelp)), your county law library, or the courthouse nearest you. If you cannot pay the filing fee, ask the court clerk for a fee waiver form. If you do not file your response on time, you may lose the case by default, and your wages, money, and property may be taken without further warning from the court.

There are other legal requirements. You may want to call an attorney right away. If you do not know an attorney, you may want to call an attorney referral service. If you cannot afford an attorney, you may be eligible for free legal services from a nonprofit legal services program. You can locate these nonprofit groups at the California Legal Services Web site([www.lawhelpcalifornia.org](http://www.lawhelpcalifornia.org)), the California Courts Online Self-Help Center ([www.courtinfo.ca.gov/selfhelp](http://www.courtinfo.ca.gov/selfhelp)), or by contacting your local court or county bar association. **NOTE:** The court has a statutory lien for waived fees and costs on any settlement or arbitration award of \$10,000 or more in a civil case. The court's lien must be paid before the court will dismiss the case.

**¡AVISO!** Lo han demandado. Si no responde dentro de 30 días, la corte puede decidir en su contra sin escuchar su versión. Lea la información a continuación.

Tiene 30 DÍAS DE CALENDARIO después de que le entreguen esta citación y papeles legales para presentar una respuesta por escrito en esta corte y hacer que se entregue una copia al demandante. Una carta o una llamada telefónica no lo protegen. Su respuesta por escrito tiene que estar en formato legal correcto si desea que procesen su caso en la corte. Es posible que haya un formulario que usted pueda usar para su respuesta. Puede encontrar estos formularios de la corte y más información en el Centro de Ayuda de las Cortes de California([www.sucorte.ca.gov](http://www.sucorte.ca.gov)), en la biblioteca de leyes de su condado o en la corte que le quede más cerca. Si no puede pagar la cuota de presentación, pida al secretario de la corte que le dé un formulario de exención de pago de cuotas. Si no presenta su respuesta a tiempo, puede perder el caso por incumplimiento y la corte le podrá quitar su sueldo, dinero y bienes sin más advertencia.

Hay otros requisitos legales. Es recomendable que llame a un abogado inmediatamente. Si no conoce a un abogado, puede llamar a un servicio de remisión a abogados. Si no puede pagar a un abogado, es posible que cumpla con los requisitos para obtener servicios legales gratuitos de un programa de servicios legales sin fines de lucro. Puede encontrar estos grupos sin fines de lucro en el sitio web de California Legal Services, ([www.lawhelpcalifornia.org](http://www.lawhelpcalifornia.org)), en el Centro de Ayuda de las Cortes de California, ([www.sucorte.ca.gov](http://www.sucorte.ca.gov)) o poniéndose en contacto con la corte o el colegio de abogados locales. **AVISO:** Por ley, la corte tiene derecho a reclamar las cuotas y los costos exentos por imponer un gravamen sobre cualquier recuperación de \$10,000 ó más de valor recibida mediante un acuerdo o una concesión de arbitraje en un caso de derecho civil. Tiene que pagar el gravamen de la corte antes de que la corte pueda desechar el caso.

The name and address of the court is:  
(El nombre y dirección de la corte es):

CASE NUMBER  
(Número del Caso):

The name, address, and telephone number of plaintiff's attorney, or plaintiff without an attorney, is:  
(El nombre, la dirección y el número de teléfono del abogado del demandante, o del demandante que no tiene abogado, es):

DATE: \_\_\_\_\_ Clerk, by \_\_\_\_\_, Deputy  
(Fecha) (Secretario) (Adjunto)

(For proof of service of this summons, use Proof of Service of Summons (form POS-010).)  
(Para prueba de entrega de esta citación use el formulario Proof of Service of Summons, (POS-010)).

[SEAL]

**NOTICE TO THE PERSON SERVED:** You are served

1.  as an individual defendant.
2.  as the person sued under the fictitious name of (specify):
3.  on behalf of (specify):  
under:  CCP 416.10 (corporation)  CCP 416.60 (minor)  
 CCP 416.20 (defunct corporation)  CCP 416.70 (conservatee)  
 CCP 416.40 (association or partnership)  CCP 416.90 (authorized person)  
 other (specify):
4.  by personal delivery on (date):

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address):  TELEPHONE NO.: _____ FAX NO. (Optional): _____ E-MAIL ADDRESS (Optional): _____ ATTORNEY FOR (Name): _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
<i>(This section applies only to family law cases.)</i>	
PETITIONER: RESPONDENT: OTHER PARTY:	
<i>(This section applies only to guardianship cases.)</i>	CASE NUMBER:
GUARDIANSHIP OF (Name): _____ Minor	
<b>DECLARATION UNDER UNIFORM CHILD CUSTODY JURISDICTION AND ENFORCEMENT ACT (UCCJEA)</b>	

1. I am a party to this proceeding to determine custody of a child.
2.  My present address and the present address of each child residing with me is confidential under Family Code section 3429 as I have indicated in item 3.
3. There are *(specify number)*: \_\_\_\_\_ minor children who are subject to this proceeding, as follows:  
***(Insert the information requested below. The residence information must be given for the last FIVE years.)***

a. Child's name	Place of birth	Date of birth	Sex
Period of residence to present	Address <input type="checkbox"/> Confidential	Person child lived with <i>(name and complete current address)</i> <input type="checkbox"/> Confidential	Relationship
to	Child's residence <i>(City, State)</i>	Person child lived with <i>(name and complete current address)</i>	
to	Child's residence <i>(City, State)</i>	Person child lived with <i>(name and complete current address)</i>	
to	Child's residence <i>(City, State)</i>	Person child lived with <i>(name and complete current address)</i>	
b. Child's name	Place of birth	Date of birth	Sex
<input type="checkbox"/> Residence information is the same as given above for child a. <i>(If NOT the same, provide the information below.)</i>			
Period of residence to present	Address <input type="checkbox"/> Confidential	Person child lived with <i>(name and complete current address)</i> <input type="checkbox"/> Confidential	Relationship
to	Child's residence <i>(City, State)</i>	Person child lived with <i>(name and complete current address)</i>	
to	Child's residence <i>(City, State)</i>	Person child lived with <i>(name and complete current address)</i>	
to	Child's residence <i>(City, State)</i>	Person child lived with <i>(name and complete current address)</i>	

- c.  Additional residence information for a child listed in item a or b is continued on attachment 3c.
- d.  Additional children are listed on form FL-105(A)/GC-120(A). *(Provide all requested information for additional children.)* Page 1 of 2

SHORT TITLE:  	CASE NUMBER:  
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4. Do you have information about, or have you participated as a party or as a witness or in some other capacity in, another court case or custody or visitation proceeding, in California or elsewhere, concerning a child subject to this proceeding?

Yes  No (If yes, attach a copy of the orders (if you have one) and provide the following information):

Proceeding	Case number	Court <i>(name, state, location)</i>	Court order or judgment <i>(date)</i>	Name of each child	Your connection to the case	Case status
a. <input type="checkbox"/> Family						
b. <input type="checkbox"/> Guardianship						
c. <input type="checkbox"/> Other						

Proceeding	Case Number	Court <i>(name, state, location)</i>
d. <input type="checkbox"/> Juvenile Delinquency/ Juvenile Dependency		
e. <input type="checkbox"/> Adoption		

5.  One or more domestic violence restraining/protective orders are now in effect. (Attach a copy of the orders if you have one and provide the following information):

Court	County	State	Case number <i>(if known)</i>	Orders expire <i>(date)</i>
a. <input type="checkbox"/> Criminal				
b. <input type="checkbox"/> Family				
c. <input type="checkbox"/> Juvenile Delinquency/ Juvenile Dependency				
d. <input type="checkbox"/> Other				

6. Do you know of any person who is not a party to this proceeding who has physical custody or claims to have custody of or visitation rights with any child in this case?  Yes  No (If yes, provide the following information):

a. Name and address of person   <input type="checkbox"/> Has physical custody <input type="checkbox"/> Claims custody rights <input type="checkbox"/> Claims visitation rights <hr/> Name of each child	b. Name and address of person   <input type="checkbox"/> Has physical custody <input type="checkbox"/> Claims custody rights <input type="checkbox"/> Claims visitation rights <hr/> Name of each child	c. Name and address of person   <input type="checkbox"/> Has physical custody <input type="checkbox"/> Claims custody rights <input type="checkbox"/> Claims visitation rights <hr/> Name of each child
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I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

\_\_\_\_\_ \_\_\_\_\_  
 (TYPE OR PRINT NAME) (SIGNATURE OF DECLARANT)

7.  Number of pages attached: \_\_\_\_\_

**NOTICE TO DECLARANT: You have a continuing duty to inform this court if you obtain any information about a custody proceeding in a California court or any other court concerning a child subject to this proceeding.**

CASE NAME: _____	CASE NUMBER: _____
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**ATTACHMENT TO  
DECLARATION UNDER UNIFORM CHILD CUSTODY JURISDICTION AND ENFORCEMENT ACT (UCCJEA)**

<input type="checkbox"/> Child's name <input type="checkbox"/> Residence information is the same as given on form FL-105/GC-120 for child a. (If NOT the same, provide the information below.)		Place of birth	Date of birth	Sex
Period of residence  to present	Present address  <input type="checkbox"/> Confidential	Person child lived with (name and complete current address)  <input type="checkbox"/> Confidential		Relationship
to	Child's residence (City, State)	Person child lived with (name and complete current address)		
to	Child's residence (City, State)	Person child lived with (name and complete current address)		
to	Child's residence (City, State)	Person child lived with (name and complete current address)		
<input type="checkbox"/> Child's name <input type="checkbox"/> Residence information is the same as given on form FL-105/GC-120 for child a. (If NOT the same, provide the information below.)		Place of birth	Date of birth	Sex
Period of residence  to present	Address  <input type="checkbox"/> Confidential	Person child lived with (name and complete current address)  <input type="checkbox"/> Confidential		Relationship
to	Child's residence (City, State)	Person child lived with (name and complete current address)		
to	Child's residence (City, State)	Person child lived with (name and complete current address)		
to	Child's residence (City, State)	Person child lived with (name and complete current address)		
<input type="checkbox"/> Child's name <input type="checkbox"/> Residence information is the same as given on form FL-105/GC-120 for child a. (If NOT the same, provide the information below.)		Place of birth	Date of birth	Sex
Period of residence  to present	Address  <input type="checkbox"/> Confidential	Person child lived with (name and complete current address)  <input type="checkbox"/> Confidential		Relationship
to	Child's residence (City, State)	Person child lived with (name and complete current address)		
to	Child's residence (City, State)	Person child lived with (name and complete current address)		
to	Child's residence (City, State)	Person child lived with (name and complete current address)		

PARTY WITHOUT ATTORNEY OR ATTORNEY: STATE BAR NO.: NAME: FIRM NAME: STREET ADDRESS: CITY: STATE: ZIP CODE: TELEPHONE NO.: FAX NO.: E-MAIL ADDRESS: ATTORNEY FOR (name):	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER: RESPONDENT: OTHER PARENT/PARTY:	
<b>RESPONSIVE DECLARATION TO REQUEST FOR ORDER</b>	
HEARING DATE: TIME: DEPARTMENT OR ROOM:	CASE NUMBER:

Read *Information Sheet: Responsive Declaration to Request for Order (form FL-320-INFO)* for more information about this form.

1.  **RESTRAINING ORDER INFORMATION**
  - a.  No domestic violence restraining/protective orders are now in effect between the parties in this case.
  - b.  I agree that one or more domestic violence restraining/ protective orders are now in effect between the parties in this case.
  
2.  **CHILD CUSTODY**  
 **VISITATION (PARENTING TIME)**
  - a.  I consent to the order requested for child custody (legal and physical custody)
  - b.  I consent to the order requested for visitation (parenting time).
  - c.  I do not consent to the order requested for  child custody  visitation (parenting time)  
 but I consent to the following order:
  
3.  **CHILD SUPPORT**
  - a. I have completed and filed a current *Income and Expense Declaration (form FL-150)* or, if eligible, a current *Financial Statement (Simplified) (form FL-155)* to support my responsive declaration.
  - b.  I consent to the order requested.
  - c.  I consent to guideline support.
  - d.  I do not consent to the order requested  but I consent to the following order:
  
4.  **SPOUSAL OR DOMESTIC PARTNER SUPPORT**
  - a. I have completed and filed a current *Income and Expense Declaration (form FL-150)* to support my responsive declaration.
  - b.  I consent to the order requested.
  - c.  I do not consent to the order requested  but I consent to the following order:

PETITIONER: RESPONDENT: OTHER PARENT/PARTY:	CASE NUMBER:
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5.  **PROPERTY CONTROL**
- a.  I consent to the order requested.
- b.  I do not consent to the order requested       but I consent to the following order:
- 
6.  **ATTORNEY'S FEES AND COSTS**
- a. I have completed and filed a current *Income and Expense Declaration* (form FL-150) to support my responsive declaration.
- b. I have completed and filed with this form a *Supporting Declaration for Attorney's Fees and Costs Attachment* (form FL-158) or a declaration that addresses the factors covered in that form.
- c.  I consent to the order requested.
- d.  I do not consent to the order requested       but I consent to the following order:
- 
7.  **DOMESTIC VIOLENCE ORDER**
- a.  I consent to the order requested.
- b.  I do not consent to the order requested       but I consent to the following order:
- 
8.  **OTHER ORDERS REQUESTED**
- a.  I consent to the order requested.
- b.  I do not consent to the order requested       but I consent to the following order:
- 
9.  **TIME FOR SERVICE / TIME UNTIL HEARING**
- a.  I consent to the order requested.
- b.  I do not consent to the order requested       but I consent to the following order:
- 
10.  **FACTS TO SUPPORT** my responsive declaration are listed below. The facts that I write and attach to this form cannot be longer than 10 pages, unless the court gives me permission.  Attachment 10.

I declare under penalty of perjury under the laws of the State of California that the information provided in this form and all attachments is true and correct.

Date:

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

(TYPE OR PRINT NAME) (SIGNATURE OF DECLARANT)

ATTORNEY OR PARTY WITHOUT ATTORNEY OR GOVERNMENTAL AGENCY (under Family Code, §§ 17400, 17406) <i>(Name, State Bar number, and address).</i>  TELEPHONE NO.: _____ FAX NO.: _____ ATTORNEY FOR <i>(Name)</i> : _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER/PLAINTIFF:  RESPONDENT/DEFENDANT:  OTHER PARENT/PARTY:	CASE NUMBER:  <i>(If applicable, provide):</i> HEARING DATE: HEARING TIME: DEPT.:
<b>PROOF OF PERSONAL SERVICE</b>	

1. I am at least 18 years old, not a party to this action, and not a protected person listed in any of the orders.
2. Person served *(name)*:
3. I served copies of the following documents *(specify)*:

4. By personally delivering copies to the person served, as follows:
  - a. Date: \_\_\_\_\_ b. Time: \_\_\_\_\_
  - c. Address: \_\_\_\_\_

5. I am
 

a. <input type="checkbox"/> not a registered California process server.	d. <input type="checkbox"/> exempt from registration under Business & Profession Code section 22350(b).
b. <input type="checkbox"/> a registered California process server.	e. <input type="checkbox"/> a California sheriff or marshal.
c. <input type="checkbox"/> an employee or independent contractor of a registered California process server.	

6. My name, address, and telephone number, and, if applicable, county of registration and number *(specify)*:

7.  I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
8.  I am a California sheriff or marshal and I certify that the foregoing is true and correct.

Date:

_____ (TYPE OR PRINT NAME OF PERSON WHO SERVED THE PAPERS)	▶	_____ (SIGNATURE OF PERSON WHO SERVED THE PAPERS)
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ATTORNEY OR PARTY WITHOUT ATTORNEY <i>(Name, State Bar number, and address):</i>    TELEPHONE NO.: _____ FAX NO. <i>(Optional):</i> _____ E-MAIL ADDRESS <i>(Optional):</i> _____ ATTORNEY FOR <i>(Name):</i> _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER/PLAINTIFF:  RESPONDENT/DEFENDANT:  OTHER PARENT/PARTY:	CASE NUMBER:  <i>(If applicable, provide):</i>  HEARING DATE: HEARING TIME: DEPT.:
<b>PROOF OF SERVICE BY MAIL</b>	

**NOTICE: To serve temporary restraining orders you must use personal service (see form FL-330).**

1. I am at least 18 years of age, not a party to this action, and I am a resident of or employed in the county where the mailing took place.
2. My residence or business address is:
  
3. I served a copy of the following documents *(specify)* :

by enclosing them in an envelope AND

- a.  **depositing** the sealed envelope with the United States Postal Service with the postage fully prepaid.
- b.  **placing** the envelope for collection and mailing on the date and at the place shown in item 4 following our ordinary business practices. I am readily familiar with this business's practice for collecting and processing correspondence for mailing. On the same day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service in a sealed envelope with postage fully prepaid.

4. The envelope was addressed and mailed as follows:

- a. Name of person served:
- b. Address:
  
- c. Date mailed:
- d. Place of mailing *(city and state):*

5.  I served a request to modify a child custody, visitation, or child support judgment or permanent order which included an address verification declaration. *(Declaration Regarding Address Verification—Postjudgment Request to Modify a Child Custody, Visitation, or Child Support Order (form FL-334) may be used for this purpose.)*

6. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

\_\_\_\_\_ \_\_\_\_\_  
 (TYPE OR PRINT NAME) (SIGNATURE OF PERSON COMPLETING THIS FORM)

PARTY WITHOUT ATTORNEY <i>or</i> ATTORNEY STATE BAR NO.: NAME: FIRM NAME: STREET ADDRESS: CITY: STATE: ZIP CODE: TELEPHONE NO.: FAX NO.: E-MAIL ADDRESS: ATTORNEY FOR ( <i>name</i> ):	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER:  RESPONDENT:	
<b>PROOF OF SERVICE OF SUMMONS</b>	CASE NUMBER:

1. At the time of service I was at least 18 years of age and not a party to this action. **I served the respondent with copies of:**
  - a.  Family Law: *Petition—Marriage/Domestic Partnership* (form FL-100), *Summons* (form FL-110), and blank *Response—Marriage/Domestic Partnership* (form FL-120)
  - or-
  - b.  Uniform Parentage: *Petition to Determine Parental Relationship* (form FL-200), *Summons* (form FL-210), and blank *Response to Petition to Determine Parental Relationship* (form FL-220)
  - or-
  - c.  Custody and Support: *Petition for Custody and Support of Minor Children* (form FL-260), *Summons* (form FL-210), and blank *Response to Petition for Custody and Support of Minor Children* (form FL-270)
  - and
  - d.  (1)  Completed and blank *Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)* (form FL-105)
  - (2)  Completed and blank *Declaration of Disclosure* (form FL-140)
  - (3)  Completed and blank *Schedule of Assets and Debts* (form FL-142)
  - (4)  Completed and blank *Income and Expense Declaration* (form FL-150)
  - (5)  Completed and blank *Financial Statement (Simplified)* (form FL-155)
  - (6)  Completed and blank *Property Declaration* (form FL-160)
  - (7)  *Request for Order* (form FL-300), and blank *Responsive Declaration to Request for Order* (form FL-320)
  - (8)  Other (*specify*):
  
2. Address where respondent was served:
  
3. I served the respondent by the following means (*check proper boxes*):
  - a.  **Personal service.** I personally delivered the copies to the respondent (Code Civ. Proc., § 415.10) on (*date*): \_\_\_\_\_ at (*time*): \_\_\_\_\_
  - b.  **Substituted service.** I left the copies with or in the presence of (*name*): \_\_\_\_\_ who is (*specify title or relationship to respondent*):
    - (1)  **(Business)** a person at least 18 years of age who was apparently in charge at the office or usual place of business of the respondent. I informed the person of the general nature of the papers.
    - (2)  **(Home)** a competent member of the household (at least 18 years of age) at the home of the respondent. I informed the person of the general nature of the papers.

on (*date*): \_\_\_\_\_ at (*time*): \_\_\_\_\_

I thereafter mailed additional copies (by first class, postage prepaid) to the respondent at the place where the copies were left (Code Civ. Proc., § 415.20b) on (*date*): \_\_\_\_\_

A **declaration of diligence** is attached, stating the actions taken to first attempt personal service.

PETITIONER:	CASE NUMBER:
RESPONDENT:	

3. c.  **Mail and acknowledgment service.** I mailed the copies to the respondent, addressed as shown in item 2, by first-class mail, postage prepaid, on *(date)*: \_\_\_\_\_ from *(city)*: \_\_\_\_\_
- (1)  with two copies of the *Notice and Acknowledgment of Receipt* (form FL-117) and a postage-paid return envelope addressed to me. **(Attach completed *Notice and Acknowledgment of Receipt* (form FL-117).**  
(Code Civ. Proc., § 415.30.)
- (2)  to an address outside California (by registered or certified mail with return receipt requested). **(Attach signed return receipt or other evidence of actual delivery to the respondent.)** (Code Civ. Proc., §§ 415.40, 417.20.)
- d.  **Other** *(specify code section)*: \_\_\_\_\_
- Continued on Attachment 3d.

4. **Person who served papers**

Name:  
Address:

Telephone number:

This person is

- a.  exempt from registration under Business and Professions Code section 22350(b).
- b.  not a registered California process server.
- c.  a registered California process server:       an employee or       an independent contractor
- (1) Registration no.: \_\_\_\_\_
- (2) County: \_\_\_\_\_
- (3) **The fee** for service was *(specify)*: \$ \_\_\_\_\_

5.  **I declare** under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

-or-

6.  **I am a California sheriff, marshal, or constable**, and I certify that the foregoing is true and correct.

Date:

\_\_\_\_\_

(NAME OF PERSON WHO SERVED PAPERS)

▶

\_\_\_\_\_

(SIGNATURE OF PERSON WHO SERVED PAPERS)