

C H E C K L I S T

FOR THE SELF-REPRESENTED LITIGANT



PLEASE READ CAREFULLY BEFORE PROCEEDING

You have now purchased this packet or received this checklist to proceed as a self-represented (“pro se”) litigant. **You must follow the procedure of each required form. Please read each form carefully.**

After you have filed your action with the Clerk of Court and completed the forms listed below, you may contact the Self-Help Program at **(863) 534-4015** for a review of your file. A court specialist will inform you, at the time of your call, if your case is ready to be scheduled for hearing. If certain documents are missing or do not meet criteria, the court specialist will advise you of which forms are still required. **COURT DATES ARE ISSUED BY MAIL AND WILL NOT BE GIVEN OVER THE PHONE.**

NOTE: The Self-Help Program is only allowed to answer general questions and will not be able to tell you “how to fill out your forms.” (Please see *Notice of Limitation of Services Provided*). If you have legal questions or concerns about how to proceed, you are encouraged to seek advice from an attorney.

***Form 12.915 - DESIGNATION OF CURRENT ADDRESS AND E-MAIL ADDRESS:** This form should be filed to keep the Court updated on your current and future addresses. The Court will not rely on forwarding address information from the U.S. Postal Service.

Florida Supreme Court Family Law Forms relating to **RELOCATION (12.950)** may be found at **www.flcourts.org (Self-Help Information/Family Law Forms)**. Please be sure you are filing the correct motion or petition related to your situation. **Additional supporting documents may also be needed (i.e. Civil Cover Sheet, Notice of Related Cases, Notice of Limitation of Service, UCCJEA, Family Law Financial Affidavit, Summons, etc.). Read all instructions before proceeding.**

- Motion for Order Permitting **Relocation by Agreement (12.950)(b)**
with Agreement for Relocation with Minor Child(ren) (12.950)(a)
or
- Petition for Dissolution of Marriage with Dependent or Minor Child(ren)
and **Relocation (12.950)(c)**
or
- Supplemental Petition to **Permit Relocation** with Minor Child(ren)
(12.950)(d)
or
- Motion for *Temporary* Order Granting **Relocation (12.950)(e)**
or
- Motion for Civil Contempt and/or Return of Child(ren) (12.950)(g)