

Responding to a Petition for Parenting Plan/Residential Schedule/Child Support

You have children and you were not married to the other party
 You were served with papers
 You signed a Paternity Affidavit

Step 1: Determine your response deadline

20 days	If you were served in person in Washington State.
60 days	If you were served in person outside of Washington State, or by publication.
90 days	If you were served by mail.

If you do not respond by the appropriate deadline, the court may enter an Order of Default against you and the other party may receive everything in the Petition.

Forms may be downloaded for free at www.courts.wa.gov/forms or you may purchase them at the Clerk’s Office

Step 2: Fill out these forms and make copies

Completed	Form Name	Form #	Notes
	Response to Petition for Parenting Plan, Residential Schedule and/or Child Support	FL Parentage 332	
	Parenting Plan	FL All Family 140	
	Information for Temporary Parenting Plan	FL All Family 139	
	Final Order and Findings for a Parenting Plan, Residential Schedule and/or Child Support	FL Parentage 333	Do not file this document with the Clerk’s Office, take it with you to your court hearing

If Child Support was requested, you will need to also fill out these forms

Completed	Form Name	Form #	Notes
	Child Support Order	FL All Family 130	
	Financial Declaration of (name)	FL All Family 131	
	Sealed Financial Source Documents (Cover Sheet)	FL All Family 011	
	Child Support Worksheets	WSCSS - Worksheets	

Step 3: Copies needed

Original set to file with the Clerk

1 copy for your records

1 copy to give to the other party

1 copy to the Commissioner/Judge

1 copy to the Prosecuting Attorney's Office, if you have children who have received public assistance at some point.

Step 4: Take your original forms to the Clerk's office to file

Step 5: Serve the other party

You may deliver or mail documents yourself. If any of the parties has an attorney, deliver or mail the forms to the attorney instead. After you have mailed/delivered the forms to the other party or attorney, fill out this form.

Completed	Form Name	Form #	Notes
	Proof of Mailing or Hand Delivery	FL All Family 112	

Make a copy for yourself.

Step 6: After the other party has been served

File the ORIGINAL Proof of Mailing or Hand Delivery form with the Clerk. Put the Date stamp on your copy.

Step 7: Go to your court hearing and take all of your documents

This includes any documents you were served

These instructions are legal information, not legal advice.

All of the above mentioned forms can be found on the Washington State Court website:

www.courts.wa.gov/forms.