

FRIEND OF THE COURT INSTRUCTIONS FOR MOTION TO CHANGE CUSTODY ORDER

1. **BEFORE** you file this motion you must contact the other party and make the request for a change of custody. If the other party refuses your request then you may file this motion. (6th Judicial Circuit Local Rule 2.119.)
2. By filing this motion you are requesting a hearing in front of a Friend of the Court Referee only.
3. A \$100.00 motion fee **MUST** be included with the filing of this motion.
 - a. **If filing by mail**, make in-state check or money order payable to: **Oakland County Clerk. (OUT OF STATE CHECKS ARE NOT ACCEPTED) DO NOT SEND CASH.**
 - b. **If filing in person with the Clerk's Office**, you may pay by check, money order, cash, Mastercard, Visa or Discover.
4. You must state the specific circumstances that have changed since the last custody order that require a change of custody. You may include an additional sheet if you need more room to state your reasons. MCR 2.119 (A)(1)(c).
5. You must state the custodial arrangement you are requesting. You may attach an additional sheet if you need more room. MCR 2.119 (A)(1)(c).
6. Please review your completed motion to make sure that you have provided all requested information.
7. Upon completion, return the motion with a check or money order, and attachments to:

**OAKLAND COUNTY CLERK'S OFFICE
ATTN: LEGAL RECORDS
1200 N TELEGRAPH DEPT 413
PONTIAC, MI 48341**

8. Once your motion has been successfully filed by the Clerk's Office, the Friend of the Court will schedule a referee hearing and notify both parties of the date and time they are to appear at Friend of the Court.

**STATE OF MICHIGAN
SIXTH JUDICIAL CIRCUIT
FAMILY DIVISION**

**MOTION TO CHANGE
CUSTODY ORDER
(FOC REFEREE HEARING ONLY)**

CASE NO.

Court Address, 230 Elizabeth Lake, PO Box 436012, Pontiac, MI 48343-6012 Telephone No: (248) 858-0424;

FAX No: (248) 858-0461

PLEASE PRINT OR TYPE INFORMATION

**\$100.00 Filing Fee
No Out of State Checks**

Plaintiff's Name, Address & Telephone No.

v

Defendant's Name, Address & Telephone No.

1. A judgment or order regarding the custody of (*names and birth dates of children*):

WAS ORDERED ON _____.

2. Custody was awarded to _____ **. The children have**
Name of Custodian
been living with _____ **since**
Name

Date

3. Circumstances have changed since the most recent order that require a change of custody.
(You must provide the specific circumstances that have changed.)

4. I ask the court to change the custody order to:
(You must specify what custody arrangement you are requesting.)

5. If there is a change in custody I ask the court to order **parenting time** **support as follows:**

I declare that the above statements are true to the best of my information and belief AND that I have requested the above change from the other party on _____ **, but**
Date
that request has been refused.

Date

Signature of Party Filing Motion