

If you choose to file these documents, they must be filed with the Clerk of Court's Office. Not the Child Support Agency. There will be a filing fee. You can contact the Clerk of Court's Office to find out how much the fee will be.

It is your responsibility to serve these documents on the other party after they have been filed. The Clerk of Court's Office is the place to ask about how to "serve" the other party.

If you need more information on how to proceed, either contact the Clerk of Court's Office, an attorney, or the circuit court forms website at <http://www.wicourts.gov/forms1/circuit.htm>.

Clerk of Court's Office, PO Box 187, Montello WI 53949--- 608-297-3005

Any information provided to you by this office is not intended to be legal advice or to take the place of legal advice. You are encouraged to seek the advice of your own attorney.

The Child Support Agency cannot prepare the forms for you or assist you in completing them.

PRINT in BLACK ink

Enter the name of the county in which the original case was filed.	STATE OF WISCONSIN, CIRCUIT COURT, _____ COUNTY
Check marriage or paternity. If paternity, enter initials of child.	In RE: The <input type="checkbox"/> marriage <input type="checkbox"/> paternity of _____ Petitioner/Joint Petitioner:
Enter the name, address and daytime phone number of the petitioner or joint petitioner from the original case file.	First name Middle name Last name _____ Current Mailing Address _____
On the far right, mark the box for the change(s) you are requesting and enter the original case number.	City State Zip Daytime Phone Number vs.
Enter the name, address, and daytime phone number of the respondent or joint petitioner from the original case file.	Respondent/Joint Petitioner: First name Middle name Last name _____ Current Mailing Address _____
Check if the State of Wisconsin is a party or not. If you are unsure, you may call your local Child Support Agency.	City State Zip Daytime Phone Number The State of Wisconsin (Child Support Agency) <input type="checkbox"/> is <input type="checkbox"/> is not a party to this action.

For Official Use

Notice of Motion and Motion to Change:

- Legal Custody
- Physical Placement
- Child Support
- Maintenance
- Other: _____

Case No. _____

NOTICE OF MOTION

Enter the name of the person to whom this motion is directed.

TO _____

You are notified that at the following date and time:

Before _____

Location _____

Date _____

Time _____ a.m./p.m., or as soon as the matter may be heard.

For Court Use Only:
This section will be completed by the court.

I will be asking the court to change the existing order in this case as indicated below.
If you object to this motion, you need to appear and say so. Otherwise, the court may proceed without you and grant the request.

You may contact the Circuit Court Commissioner for more information on modifying and enforcing court orders or judgments.

MOTION

Check A if you are requesting a change to physical placement, list the children affected, check 1-4 and/or 5 and/or 6 and complete the necessary information.

Indicate if you have or have not attempted Mediation. If you have, indicate the date of the Mediation session.

1. Modify as follows:

A. **Physical Placement Order(s)** (time with children) for the following children: _____

1. from primary physical placement with (Name of Parent) _____ to primary placement with (Name of Parent) _____
2. from shared placement to primary placement with (Name of Parent) _____
3. from primary placement to shared placement.
4. from the current shared placement schedule (if any) to a new shared placement schedule.

The requested placement schedule for the changes in 1-4 above is as follows:

- _____ See attached
5. to require placement with (Name of Parent) _____ be supervised. unsupervised.
 6. Other: _____

_____ See attached

The other party and I attempted mediation on (Date) _____ have not attempted mediation for this issue.

B. **Legal Custody** (decision making) for the following children: _____

1. to joint legal custody with both parents.
2. to sole legal custody with (Name of Parent) _____
3. Other: _____

_____ See attached

C. Change the following support orders as follows:

1. **Child support**
 - a. that is currently \$ _____ per _____ that
 1. does not include a deviation for health insurance or any other reason.
 2. does include a deviation of \$ _____ upward downward for health insurance.
 - b. To a new amount beginning _____ to be paid by (Parent) _____ to (Parent) _____
 1. based on state child support standards determined by the court.
 2. a new set amount of \$ _____ per _____.
 3. held open (no payment).

I request that this new amount

 - A. not include a deviation for health insurance or any other reason.
 - B. include a deviation of \$ _____ upward downward as a cash contribution for health insurance.
2. **Maintenance** (Spousal Support) that is currently \$ _____ per _____ to
 - a. an amount beginning _____, 20____ to be determined by the court based on current income.
 - b. a new set amount of \$ _____ per _____ beginning _____, 20____.
3. **Arrears payment** that is currently \$ _____ per _____ to
 - a. an amount beginning _____, 20____ to be determined by the court.
 - b. a new set amount of \$ _____ per _____ beginning _____, 20____.
4. **Arrears balance** as it is currently reflected in the WI SCTF KIDS computer system as \$ _____ to \$ _____ because
 - a. I have made support or other payments directly to the other party.
 - b. I dispute the amount that is currently on record.

Check B if you are requesting a change to legal custody, list the children affected, check 1, 2, or 3 and complete the necessary information.

Check C if you are requesting changes to support orders.

Check 1 if you are requesting changes to child support, enter the amount and frequency of the current payment and check whether it includes a deviation for health insurance. In b, check 1, 2, or 3. Check A or B, indicate deviation information.

Check all that apply in 2-4, and complete all relevant information for each section checked.

I will be able to provide documentation to the court that supports my request.

NOTICE: Both parties must bring to court their fully completed, dated, and signed Financial Disclosure Statement and all required attachments.

In D, enter any other changes you may have.

In 2, enter the date the current court order or judgment was signed by a court official.

In 3, check all that apply in A-H. If E or F, enter the party's information that has changed. If other, enter the change in circumstance that has prompted you to bring this Motion.

In 4, describe the facts that justify the change you want. Attach additional pages, if necessary.

Sign and print your name.

Enter the date on which you signed your name.

NOTE: This signature does not need to be notarized.

D. Other change(s): _____

See attached

2. The court order that I am asking to be modified was dated _____.

3. This request is based on the following substantial change in circumstances that have occurred since the entry of the prior court order in this case.

- A. A child who was living with the other parent is now living with me.
- B. A child is no longer eligible for child support because the child has reached age 18, or is over 18 but under 19, and is no longer pursuing a course of education leading to a high school diploma or its equivalent.
- C. One of the parties has or will be moving to a different residence.
- D. There is not a placement schedule and the parties cannot agree.
- E. Employment or work shift of _____ has changed.
 both parties has changed.
- F. Income or wages of _____ has changed.
 both parties has changed.
- G. The availability or cost of health insurance has changed.
- H. The party to whom maintenance is owed has remarried.
- I. Other: _____

4. The facts explaining the substantial change in circumstances or deviation in child support percentage standard are:

See attached

If you require reasonable accommodations due to a disability to participate in the court process, please call: _____ at least ten (10) working days prior to the scheduled court date. Please note that the court does not provide transportation.

▶ _____
Signature

Print or Type Name

Date

A copy of this Notice of Motion and Motion must be served upon all other parties at least 5 business days before the date of the hearing. If service is by mail, it must be mailed at least 8 business days before the date of the hearing. See the Service Packet for more information.