

APPEARANCE BY A SELF-REPRESENTED LITIGANT IN A CIVIL CASE

STATE OF INDIANA
DELAWARE COUNTY

SS:

IN THE DELAWARE CIRCUIT
COURT NO. _____

CAUSE NO. 18C0_____

Petitioner

vs

Respondent

1. My Name: _____

2. My Address: _____

3. My telephone number: _____

4. My fax number: _____

5. My e-mail address: _____

6. I will accept service from other parties by:

FAX at the above noted number: Yes _____ No _____

Email at the above noted address: Yes _____ No _____

7. This case involves child support issues: Yes _____ No _____

*(If yes, supply Social Security Numbers for all family members on a separately Attached document filed as confidential information on **light green paper**. Use Form TCM-TR3.1-5.)*

8. There are related cases: Yes _____ No _____
(If yes, list in the space following #8.)

9. You MUST serve this Form and any other pleadings or documents you are filing or will file in this case on all other attorneys (or the other parties, if they are not represented by an attorney.) This form has been served on all other parties and Certificate of Service is attached:

Yes _____ No _____

Your Signature

Your Printed Name

CERTIFICATE OF SERVICE

I certify that on the _____ day of _____, 20____, I served copy of the foregoing Appearance on _____ [here insert Name of Person Served] at the following address: _____, by the following method of service: _____ [please specify as U.S. Mail, personal service, fax, email, etc.]

Your Signature

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Yes _____ No _____

Your Signature

Your Printed Name

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I certify that on the _____ day of _____, 20____, I served copy of the foregoing Appearance on _____ [here insert Name of Person Served] at the following address: _____, by the following method of service: _____ [please specify as U.S. Mail, personal service, fax, email, etc.]

Your Signature

STATE OF INDIANA)
) SS:
COUNTY OF DELAWARE)

IN THE DELAWARE CIRCUIT COURT
NO. _____
CASE NO. 18C0_____

Petitioner

vs

Respondent

VERIFIED PETITION TO ESTABLISH DEPENDENCY EXEMPTION(S)

_____, requests this Court to establish an order regarding dependency exemptions and states in support:

1. The current court order states that _____ has primary physical custody of the child(ren).
2. The current court order states that _____ shall pay support in the amount of \$ _____ per week.
3. The current order does not specify which parent may claim the child(ren) as a dependent for federal and state tax purposes.
4. I am asking the court to set this issue for a hearing and to issue an order concerning which parent may claim the child(ren) as a dependent for federal and state tax purposes.

WHEREFORE, the undersigned prays that the Court set this matter for hearing, that the Court issued an order regarding the dependency exemptions, and for all other just and proper relief.

The undersigned affirms under penalties for perjury that the foregoing representations and statements are true.

Dated: _____

Your Signature

CERTIFICATE OF SERVICE

I certify that on the _____ day of _____, 20 _____, I have served the following party with a copy of this Verified Petition to Establish Dependency Exemption(s) by the following method of service: _____ [please specify as U.S. Mail, personal service, fax, email, etc.] to:

Name of Opposing Party: _____

Address: _____

Your Signature

Your Name: _____

Address: _____

Telephone _____

NOTICE OF HEARING

THE STATE OF INDIANA, DELAWARE COUNTY, SS:

To the Sheriff of Delaware County, Greetings:

You are hereby commanded to notify _____

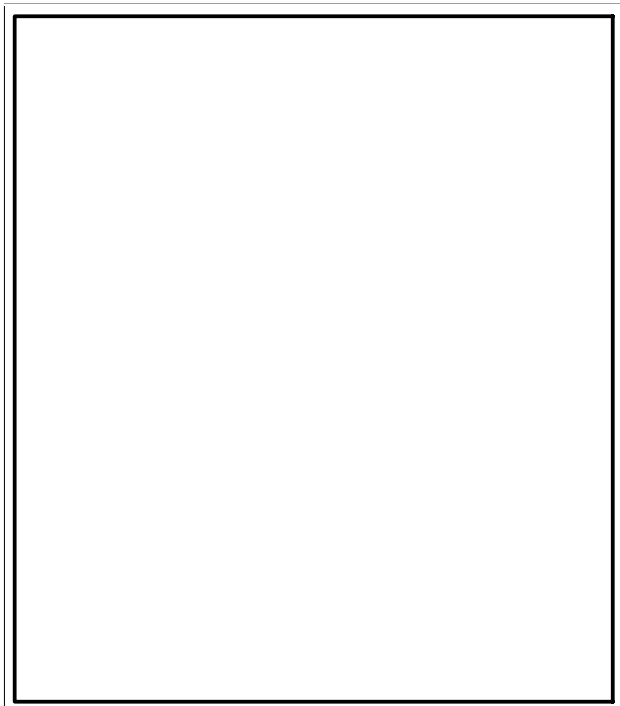
that _____ vs _____

Cause No. _____ in the Delaware County Circuit Court No. ___ is set for hearing at _____ o'clock _____. M. on the _____ day of _____, 20____, at the Justice Center, 3100 S. Tillotson Avenue, Muncie, Indiana, before the Honorable _____, Judge of said Court.

WITNESS, the Clerk of said Court, and the seal thereof, hereunto affixed, at the City of Muncie, this _____ day of _____, 20____.

Bailiff's Return of Service:

_____ Clerk



STATE OF INDIANA)
) SS:
COUNTY OF DELAWARE)

IN THE DELAWARE CIRCUIT COURT
NO. _____
CASE NO. 18C0_____

Petitioner
vs

Respondent

ORDER ESTABLISHING DEPENDENCY EXEMPTIONS

The court, having reviewed the Verified Petition to Establish Dependency Exemptions, now enters the following order:

1. On the _____ day of _____, 20 _____,
_____ filed a petition to Establish Dependency Exemptions.

2. The Court set this matter for hearing, and _____
appeared in person and representing him/herself and _____
appeared in person representing him/herself. Evidence was heard and concluded.

3. The Original Petitioner/Respondent, _____ may claim
the following minor child(ren) as dependent(s) for federal and state income tax purposes
in odd numbered/even numbered every year:

4. The custodial parent, _____, shall take all actions
necessary to release the custodial parent's claim to the exemption(s) in the manner
required under Section 152(e) of the Internal Revenue Code.

5. _____ may only claim the child(ren) as a dependent for federal and state tax purposes if the parent has paid at least 95% of the parent's child support obligation for the calendar year for which the parent is ordered to claim the child(ren) as a dependent by January 31 of the following year.

Dated: _____

Judge, Delaware Circuit Court No. _____

Distribution:

Petitioner Name

Respondent Name

Petitioner Address

Respondent Address

Petitioner City, State, Zip

Respondent City, State, Zip

STATE OF INDIANA)
) SS:
COUNTY OF DELAWARE)

IN THE DELAWARE CIRCUIT COURT
NO. _____
CASE NO. 18C0_____

Petitioner

vs

Respondent

JOINT PETITION TO ESTABLISH DEPENDENCY EXEMPTIONS

The parties request this Court to establish an order regarding dependency exemptions and states in support:

1. _____ has been ordered to pay child support in the amount of \$ _____ per week.
2. _____ has been awarded primary physical custody of the child.
3. The Court has not entered an order regarding dependency exemptions.
4. The parties waive a hearing and ask the Court to enter an order as follows:
Non-Custodial parent shall claim _____

as dependent(s) for federal and state income tax purposes in _____ odd numbered
_____ even numbered _____ every year.

WHEREFORE, the undersigned pray that the Court issue an order consistent with the above agreement, and for all other just and proper relief.

The undersigned affirm under penalties for perjury that the foregoing representations and statements are true.

Dated: _____

Dated: _____

Signature

Signature

Printed Name

Printed Name

Street Address

Street Address

City, State, Zip

City, State, Zip

Telephone Number

Telephone Number

I affirm under penalties of perjury that the foregoing representations are true.

Petitioner's signature

STATE OF INDIANA

COUNTY OF _____

Before me _____, a notary public
_____ County, State of Indiana, personally appeared
_____ and being duly sworn upon
his/her oath, says that the facts alleged in the foregoing instrument are true.

Date _____

Notary Public _____

My Commission Expires _____

I affirm under penalties of perjury that the foregoing representations are true.

Respondent's signature

STATE OF INDIANA

COUNTY OF _____

Before me _____, a notary public
_____ County, State of Indiana, personally appeared
_____ and being duly sworn upon
his/her oath, says that the facts alleged in the foregoing instrument are true.

Date _____

Notary Public _____

My Commission Expires _____

STATE OF INDIANA)
) SS:
COUNTY OF DELAWARE)

IN THE DELAWARE CIRCUIT COURT
NO. _____
CASE NO. 18C0_____

Petitioner

vs

Respondent

AGREED ORDER AS TO DEPENDENCY EXEMPTIONS

The Court, having reviewed the Verified Joint Petition to Determine Dependency Exemptions, now enters the following order:

1. On the ____ day of _____, 20 ____, the parties submitted a Joint Petition to Determine Dependency Exemptions.
2. _____ may claim the following minor child(ren) as dependents for federal and state income tax purposes in ____ odd numbered ____ even numbered ____ every year:

3. The custodial parent, _____, shall take all actions necessary to release the custodial parent's claim to the exemption(s) in the manner required under Section 152(e) of the Internal Revenue Code.

4. _____ may only claim the child(ren) as a dependent for federal and state tax purposes if the parent has paid at least 95% of the parent's child support obligation for the calendar year for which the parent is ordered to claim the child(ren) as a dependent by January 31 of the following year.

Dated: _____

Judge, Delaware Circuit Court No. _____

Distribution:

Petitioner Name

Respondent Name

Petitioner Address

Respondent Address

Petitioner City, State, Zip

Respondent City, State, Zip