

# **Petition for Modification of a Custody Order**

## **FORM 6**

(Instructions)

# **Instructions for a Modification to your Current Custody Order**

## **FORM 6**

This is a 4 part process. You are to fill out all parts of the following forms for the process to be complete so that Child Custody Services is notified to schedule a mediation conference:

FORM 2 (Criminal Record/Abuse History Verification)

FORM 3 (Order of Court)

FORM 5 (Request for Child Custody Mediation)

FORM 6 (Modification of your current Fayette County custody order)

### **FORM 6 (Modification of the current Fayette County custody order) instructions are as follows:**

List the Plaintiff, Defendant and the case number that was assigned to this case by the Prothonotary's office. This information will be at the top (or in the caption) of your current court order. This modification petition is only to change a current **Fayette County** custody order. Just because you are filing this petition does not make you the Plaintiff. If in the current order you are listed as the Plaintiff, you remain the Plaintiff. If you are listed as the Defendant, you remain the Defendant. If you are filing this petition, you are also considered the petitioner.

1. Circle that you, the petitioner, are either the Plaintiff or the Defendant as indicated in the caption of your current court order. Enter the date of your last and current Fayette County custody order. Check the boxes that are appropriate for what type of custody was awarded to you in your last order. (You should be marking 2 boxes.)
2. List all reasons that the current custody order should be modified/changed in the best interest of the child.
3. Please list the name of the opposing party/attorney and their current address and phone number

Sign your name as the petitioner, print your name, list your address and telephone number (or information of the petitioner's attorney).

Read the verification paragraph stating that you served by mail, hand delivery or facsimile (circle one) the Petition for Modification on the opposing party, or, if the opposing party is represented by an attorney, you are required to serve the attorney. You must sign to indicate that the information is true and accurate to the best of your knowledge.

Make a copy of your current Fayette County custody order and attached the copy to the completed Petition for Modification FORM 6.

Proceed to FORM 3: Order of Court and follow those instructions. The completed Order of Court is to be attached to the front of the Petition for Modification.

Proceed to FORM 2: Criminal Record/Abuse History Verification and follow those instructions.

Proceed to FORM 5: Request for a Child Custody Mediation Conference and follow those instructions.

File the following forms with the Prothonotary:

- 1) Petition for Modification of a Custody Order FORM 6
- 2) Order of Court FORM 3
- 3) Criminal Record/Abuse History Verification FORM 2
- 4) Request for Child Custody Mediation Conference FORM 5 and fee receipt
- 5) and a copy of the current custody order

and deliver a copy of the same forms to the Administrative Office of Fayette Courts.

Serve the opposing party (or you are required to serve the other party's attorney, if they are represented) the following forms by mail, hand delivery or facsimile:

- 1) Petition for Modification of a Custody Order FORM 6
- 2) Order of Court FORM 3
- 3) a blank copy of the Criminal Record/Abuse Verification FORM 2
- 4) Request for Child Custody Mediation Conference FORM 5 and fee receipt
- 5) and a copy of the current custody order

The Administrative Office will forward the copy of your forms to Child Custody Services. Child Custody Services **will not** schedule a mediation conference without these required forms.