

**IN THE CIRCUIT COURT OF THE EIGHTEENTH JUDICIAL CIRCUIT IN AND FOR
BREVARD COUNTY, FLORIDA**

CASE NO. _____ DR _____ -05P

_____,
Petitioner,

vs.

_____,
Respondent.

_____ /

CASE CHECKLIST

**PETITION TO DETERMINE PATERNITY AND FOR RELATED RELIEF UNDER
CHAPTER 742**

The Checklist lists the minimum requirements and may not be all-inclusive for every case. If you have any questions or concerns about your case, you should consult an attorney. The Checklist and instructions provided herein should not be substituted for legal advice from an attorney. Some forms can be found online at: <https://www.flcourts.gov/>



All completed forms must be returned to the Brevard Clerk of the Court or electronically filed through the Florida State E-Filing Portal (www.myflcourtaccess.com).










After submitting the required forms and checklist, if you require assistance in reaching an agreement in your case, you may schedule a mediation. For further information, please visit: <https://flcourts18.org/mediation/>















After completing and filing this checklist, please notify the Court that your case is ready to be set for a hearing by contacting the Judicial Assistant, whose contact information can be found at: <https://flcourts18.org/directory/>.









If you need to reach a Family Pro Se Coordinator with the Brevard Clerk of Court Self Help Center, please contact (321) 633-7780 or ProSeCoordinator@brevardclerk.us.

For more information you can visit: <https://www.brevardclerk.us/pro-se-information>

Pleading	Form Number	Date of Filing
Petition to Determine Paternity & Related Relief	12.983(a) 	
Cover Sheet for Family Court Cases	12.928 	
Notice of Confidential Information Within Court Filing	Confidential Form	
Certified Copy of Child(ren) Birth Certificate	Certified Copy	

Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA) Affidavit	12.902(d) 	
Proof of Residency (Valid Florida Driver's License, Florida Identification Card, US Passport, or other valid picture identification with proof of residential address for 6-consecutive months prior to the filing date) -- OR -- Affidavit of Corroborating Witness (Witness must attach a copy of his/her driver's license. Also, the witness' driver license must have an issue date at least 6-months prior to the filing date)	Copy 12.902(i) 	
(Petitioner) Notice of Social Security Number and children (from all parties)	12.902(j) 	
(Respondent) Notice of Social Security Number and children (from all parties)	12.902(j) 	
Summons: Personal Service on an Individual- Affidavit of Personal Service --OR-- Acceptance and Waiver of Service	12.910(a)  and 12.910(b)  Waiver Form	
(Petitioner) Family Law Financial Affidavit: Short Form (Gross income under \$50,000 per year) --OR-- Long Form (Gross income over \$50,000 per year)	12.902(b)  Or 12.902(c) 	
(Respondent) Family Law Financial Affidavit:	12.902(b) 	

<p>Short Form (Gross income under \$50,000 per year)</p> <p style="text-align: center;">--OR--</p> <p>Long Form (Gross income over \$50,000 per year)</p>	<p style="text-align: center;">Or</p> <p style="text-align: center;">12.902(c)</p> <div style="text-align: center;">    </div>	
<p>Parenting Course Certificate of Completion (from both parents)</p> <p>Approved Parent Education and Family Stabilization Course from: https://pes.myflfamilies.com</p> <hr/>	<p style="text-align: center;">File a Copy of the Certificate of Completion with the Clerk of the Court.</p> <p style="text-align: center;">https://pes.myflfamilies.com</p>	
<p>Answer to Petition to Determine Paternity and for Related Relief</p> <p style="text-align: center;">--OR--</p> <p>Answer to Petition and Counter Petition to Determine Paternity and for Related Relief</p> <p style="text-align: center;">--OR--</p> <p>Answer to Counterpetition</p>	<p style="text-align: center;">12.983(b)</p> <div style="text-align: center;">   </div> <p style="text-align: center;">Or</p> <p style="text-align: center;">12.983(c)</p> <div style="text-align: center;">   </div> <p style="text-align: center;">Or</p> <p style="text-align: center;">12.983(d)</p> <div style="text-align: center;">   </div>	
<p>Motion for Default (a) Default (b)</p> <p>(If the other party has failed to file or serve any documents within 20 days after the date of service of your petition, you may ask the clerk of the circuit court to enter a default against him or her.)</p>	<p style="text-align: center;">12.922(a) (b)</p> <div style="text-align: center;">   </div>	
<p>Child Support Guidelines Worksheet</p>	<p style="text-align: center;">12.902(e)</p> <div style="text-align: center;">  </div>	
<p>Motion to Deviate from Child Support Guidelines Worksheet</p> <p>(only if parties are requesting to deviate from support guidelines)</p>	<p style="text-align: center;">12.943</p> <div style="text-align: center;">   </div>	

<p>Parenting Plan</p> <p style="text-align: center;">--OR--</p> <p>Supervised/Safety Focused Parenting Plan (If the safety of the children with the other parent is at issue or poses a detriment to the child(ren))</p> <p style="text-align: center;">--OR--</p> <p>Relocation/Long Distance Parenting Plan (If there is a plan to relocate or the other parent's residence is more than 50 miles from the child(ren)'s principal place of residence)</p>	<p style="text-align: center;">12.995(a)</p> <p style="text-align: center;"></p> <p style="text-align: center;">Or</p> <p style="text-align: center;">12.995(b)</p> <p style="text-align: center;"></p> <p style="text-align: center;">Or</p> <p style="text-align: center;">12.995(c)</p> <p style="text-align: center;"></p>	
<p>Designation of Current Address and Email Address</p>	<p style="text-align: center;">12.915</p> <p style="text-align: center;"></p>	
<p style="text-align: center;"><i>These items are only necessary when opposing party cannot be found.</i></p>		
<p>Affidavit of Diligent Search</p>	<p style="text-align: center;">12.913(c)</p> <p style="text-align: center;"></p>	
<p>Memorandum for Certificate of Military Service</p> <p style="text-align: center;">--AND --</p> <p>Affidavit of Military Service</p>	<p style="text-align: center;">12.912(a)</p> <p style="text-align: center;"></p> <p style="text-align: center;">and</p> <p style="text-align: center;">12.912(b)</p> <p style="text-align: center;"></p>	
<p>Proof of publication</p>	<p style="text-align: center;">(Copy of Ad)</p>	
<p>Notice of Action</p>	<p style="text-align: center;">12.913(a)(2)</p> <p style="text-align: center;"></p>	