

## Checklist for Parenting Plan

Keep a copy of all documents for your records.  
Attend all court hearings.

### (1) Parenting Plan

- Print your name and contact information at the top of the first page. Check whether you are the Petitioner or Respondent or the attorney for the Petitioner or Respondent.
- Complete the heading exactly as it appears in the Petition.
- Do not include any private or protected information on this form. When filed, this form is a public record. [Rule 4-202.09\(9\)](#) requires that you omit from a public record any information that is not itself public information. For a list of records, data and information classified as public, private, and protected, see [Rule 4-202.02](#). More information about non-public information is available on the court's website.
- Attach any required documents and forms.
- Paragraph (1): Check all the boxes that describe your circumstances. You must check at least one box.
- Paragraph (2): Check the box that applies.
- Paragraph (3): Check the box and read carefully all the bullet points. These describe what the law requires.
- Paragraph (4): Check the box and complete. Use only the initials of names and the month and year of birth for any of the minor children who are included in this parenting plan. Include only the children you and the other party have together.
- Paragraph (5): Check the box that you want to apply in your circumstances. You must choose one type of decisionmaking.
- Paragraph (6): Check all the boxes that you want to apply.
- Paragraph (7): Check all the boxes that you want to apply.
- Paragraph (8): Check and complete the section (a), (b), or (c) that you want to apply. You must choose one section.
- Paragraph (9): Check one option for a residential schedule. If you choose the third option, complete the residential schedule chart for special occasions. You must choose one option for the residential schedule for special occasions.
- Paragraph (10): Check and complete one section (a), (b), or (c) for Fall, Winter, Spring, and Summer vacation residential schedules. You must choose one option for each vacation schedule.
- Paragraph (11): Check all the boxes that you want to apply.

- Paragraph (12): Check the box that you want to apply. You must choose one.
- Paragraphs (13) – (19): Check and describe all the arrangements that you want to apply.
- Paragraph (20): Check all the boxes that you want to apply. You must make arrangements for the relocation of a parent.
- Paragraph (21): Check all the boxes that you want to apply. You must make arrangements for changing the plan.
- Paragraph (22): Check all the boxes that you want to apply. You must make arrangements for resolving disputes.
- Paragraph (23): Describe any other agreements that you want to apply. If there are no other agreements, then leave this section blank.
- Paragraph (24): This is a requirement.
- Paragraph (25): This box must be checked. This statement is required by law. If you are proposing this Plan without the other party's agreement, date and sign the form in front of a notary public or court clerk. If both parties agree to the Plan, both parties should date and sign the form in front of a notary public or court clerk. (The parties can sign on different dates and in front of different notaries.)
- If you are proposing this Plan without the other party's agreement, complete the Certificate of Service.
- If you are proposing this Plan without the other party's agreement, serve the form on the other party. More information about serving papers can be found on the court's website.
- File the original form and certificate of service with the judicial services representative.