

INSTRUCTIONS FOR FILING A
PARENTING TIME/CUSTODY COMPLAINT

If you feel that a violation of the parenting time/custody provision of your Judgment/Support Order has taken place, please fill out the Notice to Alleged Violator of Custody or Parenting Time and return all copies of the form to the Friend of the Court office for processing. Your complaint, as written, will be forwarded to the other party. The Notice to Alleged Violator of Custody or Parenting Time that you are filling out should be considered part of your court record. This Notice should only be filled out if you have a valid parenting time or custody complaint that violates the Circuit Court Order. Michigan statute provides that if complaints are filed in bad faith, sanctions may be assessed.

A parenting time/custody complaint must consist of the following:

1. An actual denial of a physically attempted parenting time (not over the phone) or other violation of a specific parenting time/custody order.
2. Time, date and location of alleged violation.
3. Reason given by the other party at the time of the alleged violation.
4. All complaints must be signed and dated by the complaining party.
5. Complaints must be filed, in writing, with the Friend of the Court office within 56 DAYS of the alleged violation. It is highly recommended that the complaint be submitted as soon as possible so information is easily recalled. The date of the postmark will be used to determine if the time limit has been complied with.

PLEASE BE SPECIFIC IN YOUR COMPLAINT. ANY RESPONSE RECEIVED FROM THE OTHER PARENT WILL BE SENT TO YOU WITH INSTRUCTIONS ON FURTHER PROCESSING. IF NO RESPONSE IS RECEIVED, YOU WILL ALSO RECEIVE FURTHER INSTRUCTIONS FROM THIS OFFICE.

