

Domestic Compliance Schedule

Changes have been made to Local Rule SCLSPR 94.04. ADR/Mediation completion must occur by eight months from the date of filing the petition. All parties must attend the ADR/Mediation compliance hearing if the parties have **NOT** filed the [Notice of ADR/Mediation compliance](#).

LOCAL RULES: <http://www.snohomishcountywa.gov/DocumentCenter/View/4225>

Confirmation of Service

The person who files the case (the petitioner) shall file proof of service of the summons and petition by the Confirmation of Service due date listed in the Domestic Compliance Schedule. If the petitioner has not filed proof of service in this action, and neither a joinder nor formal response from the other party has been filed by the due date, the case will be dismissed without further notice to the parties. A judicial officer may extend this requirement if the petitioner is seeking alternative service or the court grants a continuance extending the date for proof of service or joinder (see below about requesting a continuance).

Alternative Dispute Resolution/Mediation

Parties shall attend ADR/Mediation and file Notice of ADR/Mediation Compliance by the due date listed on the Domestic Compliance schedule unless they have already filed final orders or a [Notice of Settlement](#). Compliance may be accomplished by both parties attending mediation, mediation being waived by court order or establishing that the case is exempt from mediation. If parties have filed a Notice of ADR/Mediation Compliance, Notice of Settlement or final orders, they do not need to appear at the hearing. All other parties shall appear for the ADR/Mediation compliance hearing to explain their lack of compliance with the ADR/Mediation requirement. Failure to do so may result in dismissal of the case. [Notice of ADR/Mediation compliance](#).

ADR/Mediation Compliance Hearing

Parties that are required to appear should be prepared to explain the reason for their lack of compliance with the ADR/Mediation requirement. Cases that are not in compliance may be given a brief continuance to come into compliance, dismissed or set accordingly by the judge.

Parties that are not required to appear because a Notice of ADR/Mediation compliance was filed should expect to receive a court confirmed trial date. Information regarding the trial date will be mailed approximately one week after the hearing dates was schedule. If the case already had a trial date, the date will be court confirmed without further notice.

Continuances to Compliance Hearings

Parties may file a motion to continue the original date for ADR/Mediation compliance date and hearing date by filing the request on the Commissioner's Domestic Motions Calendar. This should be noted 45 days prior to the ADR/Mediation compliance hearing. If the Commissioner orders a new ADR/Mediation date, the ADR/Mediation compliance hearing will be rescheduled to 2-4 weeks after the date ordered for ADR/Mediation compliance. Only one continuance request may be granted by a Commissioner per case. Any additional continuance requests must be made by filing a motion and appearing at the ADR/Mediation compliance hearing. Link to [Motion](#) and [Order](#)

Trials

Parties may file a note for trial setting in the normal course if they would like to receive a trial date earlier than having a trial set out from their ADR/Mediation compliance hearing. If the date set for trial is after the ADR/Mediation compliance hearing date, the trial will be court confirmed. Parties who have obtained their own trial date must still follow the above requirements regarding the need to appear at the ADR/Mediation compliance hearing, otherwise the trial may be stricken, the case may be dismissed and/or sanctions ordered at the ADR/Mediation compliance hearing.

LOCATION AND ASSISTANCE WITH FORMS

A list of forms necessary to complete your case are listed below. **Form/orders are available online at www.courts.wa.gov/forms/**

If you are not represented by an attorney, you may obtain forms, **with instructions**, by purchasing the correct packet online or at Snohomish County Superior Clerk's Office. If you want further assistance you can make appointment with the **Snohomish County Family Law Facilitator's Office:**
www.snohomishcountywa.gov/471/Family-Law-Facilitator

Parties may view their case by going to Odyssey Portal at: <https://odysseyportal.courts.wa.gov/ODYPORTAL/>

These are typically the forms entered for these actions, however they can vary based on the outcome of the case.

Divorce/Legal Separation

- Findings and Conclusions about a Marriage (Form 231)
- Final Divorce/Legal Separation order (Form 241)

Additional forms if the Marriage included Children:

- Final Parenting Plan (Form 140)
- Final Child Support Order (Form 130)
- Washington State Child Support Schedule Worksheets-if entering Child Support order
- Residential Time Summary (Form 243)
- Approved Parenting Seminar Completion
- Background Check Coversheets

Petition for a Parenting Plan and/or Child Support

- Final order and Findings on Petition to Change a Parenting Plan, Residential Schedule or Custody Order (Form 610)
- Final Parenting Plan or Residential Schedule. (Form 140)
- Final Child Support Order-unless handled administratively. (Form 130)
- Washington State Child Support Schedule Worksheets-if entering Child Support order
- Approved Parenting Seminar Completion
- Background Check Coversheets

Modification

- Final order and Findings on Petition to Change a Parenting Plan, Residential Schedule or Custody Order (Form 610)
- Final Parenting Plan or Residential Schedule –if requested this to be changed. (Form 140)
- Final Child Support Order-if requested this to be changed. (Form 130)
- Washington State Child Support Schedule Worksheets-if change in support is requested
- Order on Adequate Cause to Change ...(Form 604)
- Approved Parenting Seminar Completion (this may have been completed in the original action)
- Background Check Coversheets (if Parenting Plan changed)

Non Parental Custody

- Order on Adequate Cause for Non-parent Custody ...(Form 417)
- Findings and Conclusions about on Non-Parent Custody Action (Form 430)
- Final Non-Parent Custody order (Form 431)
- Residential Schedule (Form 405)
- Final Child Support Order (Form 130)
- Washington State Child Support Schedule Worksheets
- Approved Parenting Seminar Completion
- Background Check Coversheets

Approved Parenting Seminars Include: *For the Kids' Sake-* <http://www.lcsnw.org/forthekidsake/index.asp>
Successful Co-Parenting- <http://www.SuccessfulCo-Parenting.com> (also available in Spanish)

Background Check Form: <http://www.snohomishcountywa.gov/1455/JIS-Background-Checks>