

Hamilton County Juvenile Court, Ohio (www.juvenile-court.org)

INSTRUCTIONS FOR FOREIGN DECREE

Pursuant to the Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA) and Section 3127.35 of the Revised Code, a party may register a foreign (out of state) decree with Juvenile Court. The registration of a foreign decree does not vest this Court with jurisdiction to act with regard to child support

The registration must be filed in the Clerk's Office at the Issue Desk. It is accomplished by the following:

1. Filing a letter or **Request to Register a Foreign Decree** of Child Custody or Child Support Determination
2. Filing **Motion to Enforce**
3. Filing a drafted **Entry: Recognizing & Providing Full Faith**
4. Filing a certified copy of the original Court order Entry determination sought to be registered
5. Filing a statement under penalty of perjury that, to the best of the knowledge and belief of the person seeking registration, the order has not been modified.
6. Filing a **Written Request for Service** listing the name and address of the other parent, legal custodian, residential parent or to have parenting time with respect to the child or any person acting as a parent who has been awarded custody or visitation in the child custody determination sought to be registered, except as otherwise provided in section 3127.23 of the Revised Code.
7. Paying the filing fee of **\$75.00**

Enforcement of a Foreign Decree

Any party seeking to enforce a foreign decree as to parenting allocation or parenting time must first register the decree pursuant to the procedure above, and then must file a motion which specifies the relief sought. The Deputy Clerk will journalize the motion and prepare an Entry Recognizing and providing Full Faith and Credit to a Foreign Decree. Once the entry is prepared it should be taken to the Chief Magistrate or one of the Deputy Chief Magistrates along with the certified copy of the Foreign Decree for signature. The party requesting the entry should be given two (2) certified copies of our entry attached to the Foreign Decree. One copy is for the party and one copy is for the Law Enforcement Agency if they want to enforce the Decree.

Contesting the Validity of a Registration

A party has 30 days from the date of service to contest the validity of a registration. The contesting party must file a letter or a Motion to Contest the Validity of a Registered Foreign Decree and a Written Request from Service with the name and address of all parties, and it will be docketed as a custody pretrial. There will be no filing fee for a Motion to Contest the Validity of a Registered Foreign Decree.

Instructions for Written Request for Service

Step 1 - Case Number _____ place in upper right-hand corner

Step 2 – for Custody or Visitation cases
upper left-hand corner lists the Child(ren) names

Step 3 – Case Type – Custody, Shared Parenting, Visitation, etc..

Step 4 - Type of Form (please select one below for each address listed)
summons- a party in the case) Parties are usually mother, father, and (if any) legal or physical custodian
Notice- attorneys or parties-parties are usually any social service worker
Subpoena- nonparties as witnesses at TRIAL ONLY

Step 5 - Type of Service
(Certified mail) if unclaimed by the person, the court will send out regular mail service to the party

Step 6 - Name and Address and Zip Code
Neatly list the complete information for each party to be notified (include inmate # if incarcerated)
(DO NOT INCLUDE YOURSELF IF DONE IN PERSON, UPON YOUR FILING YOU WILL BE SERVED YOUR NOTICE PERSONALLY)

Step 7 - Requested by PRINT NEATLY your complete name, address, zip code, telephone number, and E-mail Address

The Written Request for Service is attached with accurate name and address information for all parties involved in this action and/or an affidavit for Service by Publication is attached for each party that an accurate address could not be identified by diligent and reasonable effort and research.

Deputy Clerks are available to assist with filing questions and accept your filing however they are not attorneys and cannot provide answers to legal questions or act as your legal representative. If any questions, you may speak to a Deputy Clerk at the Issue Desk or call 513-946-9431.

HAMILTON COUNTY JUVENILE COURT, OHIO
PERSONAL IDENTIFICATION FORM

CASE NUMBER: _____

1. Child(ren) Information below:

Name: _____ DOB: _____ Sex: _____
Name: _____ DOB: _____ Sex: _____
Name: _____ DOB: _____ Sex: _____
Name: _____ DOB: _____ Sex: _____
Name: _____ DOB: _____ Sex: _____
Name: _____ DOB: _____ Sex: _____

2. Parent (1) Name _____ (Alias) _____ DOB _____
Complete Address _____ City _____ ST _____ Zip _____
E-mail _____ Phone Number _____

3. Parent (2) Name _____ (Maiden/Alias) _____ DOB _____
Complete Address _____ City _____ ST _____ Zip _____
E-mail _____ Phone Number _____

4. Presumed/Alleged Father's Name _____ (Alias) _____ DOB _____
Complete Address _____ City _____ ST _____ Zip _____
E-mail _____ Phone Number _____

5. Complainant/Petitioner relationship with child(ren) _____

6. Complainant/Petitioner #1 Name _____ DOB _____
Complete Address _____ City _____ ST _____ Zip _____
E-mail _____ Phone Number _____

7. Complainant/Petitioner #2 Name _____ DOB _____
Complete Address _____ City _____ ST _____ Zip _____
E-mail _____ Phone Number _____

HAMILTON COUNTY JUVENILE COURT, OHIO

Support/Paternity list Plaintiff v Defendant
Custody/Visitation list Child(ren)

Case Number: _____

: **Request to Register a Foreign Child Custody or**

: **Support Determination**

Now comes _____, and hereby requests the registration of a
Movant's Name
decree from _____ regarding
Name of Court issuing decree
the custody of _____.
Name of child(ren) addressed in decree

I further state under penalty of perjury that, to the best of my knowledge and belief, the order has not been modified.

Signature _____
Print Name _____
Address _____

Phone _____
Email _____

Sworn to and signed in my presence on this _____ day of _____, 20_____.

NOTARY PUBLIC

CERTIFICATE OF SERVICE

I certify that I have served a copy of the foregoing on _____ by _____ at _____

Signature

HAMILTON COUNTY JUVENILE COURT, OHIO

Support/Paternity list Plaintiff v Defendant
Custody/Visitation list Child(ren)

Case Number: _____

**Motion for Enforcement of Registration of a
Foreign Child Custody or Support Determination**

Now comes (Movant's Name) _____, and hereby requests an order from the Hamilton County Juvenile Court recognizing and giving full force and effect to the orders of the _____ county _____ court and case# _____ respecting the child(ren) as specified in the attached certified copies of entries from that court dated _____ respectively.

I further state under penalty of perjury that, to the best of my knowledge and belief, the order has not been modified.

Signature

Print Name

Address

Zip

(_____) _____
Telephone Number

Email

Sworn to and signed in my presence on this _____ day of _____, 20_____.

NOTARY PUBLIC

CERTIFICATE OF SERVICE

I certify that I have served a copy of the foregoing on _____ by _____ at _____.

Signature/Date

HAMILTON COUNTY JUVENILE COURT, OHIO

- WRITTEN REQUEST FOR SERVICE(Civil)
PRAECIPE (Delinquent/Criminal)

Support/Paternity list Plaintiff v Defendant
Custody/Visitation/Delinquent list child(ren)

CASE NUMBER

Case Type: Civil Charges: Delinquent/Criminal Delinquent/Criminal

A hearing is scheduled on the 20, at : AM / PM.

Judge / Magistrate: Case Manager:

Type of Form: (Summons) (Subpoena) or (Notice) (List one selection for each address listed below.)

Type of Mail Service: (Regular) (Certified) (Personal) (Residential) or (Publication) (List one selection for each address listed below.) Usual

- 1. Form Service Name Address Zip
2. Form Service Name Address Zip
3. Form Service Name Address Zip
4. Form Service Name Address Zip
5. Form Service Name Address Zip

If I have requested certified mail service, and the service is returned by the U.S. Post Office as Refused or Unclaimed, I request ordinary mail service in accordance with Civ.R. 4.6(C), (D), and (E).

Requested by: Phone: ()

Address: City State Zip

E-mail:

HAMILTON COUNTY JUVENILE COURT, OHIO

*Support/Paternity list Plaintiff v Defendant
Custody/Visitation list child(ren)*

CASE NUMBER _____

ENTRY: Recognizing and Providing

Full Faith and Credit to

Foreign Decree

In accordance with O.R.C. 3127.35, Hamilton County Juvenile Court recognizes and gives full force and effect to the orders of the _____ county _____ court and case # _____ respecting the child as specified in the attached certified copies of entries from that court dated _____ respectively.

Certified copies of the aforementioned entries have been filed in the registry of the Hamilton County, Ohio Juvenile Court in accordance with the Uniform Child Custody Jurisdiction Act.

Persons receiving this entry are notified of the following:

- (1) That the registered child custody determination or Support is enforceable as of the date of the registration in the same manner as a child custody or Support determination issued by a court of this state;
- (2) That a hearing to contest the validity of the registered determination must be requested within thirty days after service of notice;
- (3) That failure to contest the registration shall result in confirmation of the child custody or Support determination and preclude further contest of that determination with respect to any matter that could have been asserted.

Magistrate

Date