



File a motion for attorney fees in a divorce case

❖ Read this *only* if you are involved in a divorce case filed in a Washington State Superior Court.

Should I use this?

This packet has instructions and forms to ask the court to Order your spouse to pay money for you to hire a lawyer. We call this a Motion for Attorney Fees.

Use this if all these are true:

- You are party to a divorce case in a Washington State Superior Court
- You believe you need to hire a lawyer to get a fair result in your divorce
- You have a low income
- Your spouse can afford your attorney fees

❖ **Do not** use this packet if your case is not a divorce.

What is a Motion for Attorney Fees?

Washington State law says that when one spouse in a divorce case has a low income (is **indigent**), the Court **may** order the other to pay attorney fees. [RCW 26.09.140](#).

Where do I file the motion?

You must file it in the Superior Court where your divorce is filed, in that case. You use the same case number.

This motion is part of your divorce case.

Do I need to file a motion for attorney fees right away?

There is no set time for doing so. However, you should file as soon as you can.

How do I make a motion for attorney fees?

This packet has sample forms:

- Motion and Declaration for Attorney Fees
- Proof of Mailing or Hand Delivery
- Order on Motion for Attorney Fees
- Notice of Hearing, if your county allows a hearing on this motion

Some counties require you to use their own forms. Ask your superior court clerk if they have their own forms for a Motion for Attorney Fees before using our forms.

Will the judge automatically grant me attorney fees?

No. After your spouse has a chance to respond to your motion, the judge or commissioner should hold a hearing.

At the hearing, the judge or commissioner should balance your spouse's ability to pay the fees against your need for attorney fees. The judge must consider your financial situation and your spouse's.

❖ **Talk with a lawyer** for help deciding if you should file this motion. If you file a motion that the court thinks wastes its time, the judge or commissioner might order you to pay the other side's court costs.

Will I have to go to a hearing?

Yes.

You should schedule and go to the hearing on your motion even if your spouse does not respond in writing to it.

The instructions for the Notice of Hearing in this packet explain how to get a hearing date.



Checklist of Steps

1. Gather the forms and documents you need.
2. Fill out the forms.
3. Talk to a lawyer, if you can.
4. Make three extra copies of each document.
5. File and deliver working papers. Have your spouse served.
6. Confirm and Go to Hearing.

Part 1. Get the forms and documents you need

Court Form Title	Court Form Number
Motion for Attorney Fees and Declaration in Support	No Form Number
Proof of Mailing or Hand Delivery	FL All Family 112
Order:	FL All Family 182
Financial Declaration*	FL All Family 131
Notice of Hearing*	FL All Family 185

- * Complete the financial declaration if you have not already filed one with the court.
- * If the court uses a special Note for Hearing Docket form, use theirs instead of ours.

Part 2. Fill out the Forms

On the first page of all forms, fill out the caption (the top portion of each form naming the county, parties involved, and case number) by copying the caption from the Petition that started the case.

FORM 1: Motion and Declaration for Attorney Fees

You file a motion to ask the court to do something. This motion asks the judge to Order your spouse to pay money for you to hire a lawyer.

Caption: fill out the caption.

I. Motion:

First paragraph: Put your name.

Second paragraph: In the first blank, put your spouse's name. In the second, put how much you want the judge to order your spouse to pay. In the third, put your name again.

Third paragraph: In both blanks, put your name.

Sign and put the date you are signing where it says. Print your name in the blank under the signature line.

II. Declaration: Check the boxes for any numbered sections that apply to your situation. Then fill out those sentences using these instructions.

In the first sentence, put your name in the blank.

1. Check this section only if your spouse has a lawyer. Otherwise, skip this section. In the blank, put your spouse's name.
2. Check this if you have filed evidence with the court to show you have a low income. In the blank, put what sort of evidence.
3. Check this if true. Do not make any changes to this section.
4. Check this if true. Put your spouse's name. In the second set of blanks, add any details you think the judge should know.
5. Check this if there are any other details here you think the court should know. List those details here.

Examples:

- “I am the primary parent for our two minor children. My spouse does not give me any support for them.”
- “Northwest Justice Project has advised me but has too many cases and cannot represent me.”
- “We have been married for ten years. My spouse has worked for the past fifteen years in sales. I have been a full-time stay-at-home parent.”
- “I met with a lawyer but she wants \$2,000 to represent me.”

FORM 2: Proof of Mailing or Hand Delivery, FL All Family Form #112

You must have your spouse served with a copy of your motion and related papers. The server must fill out a Proof of Mailing or Hand Delivery that you must file with the clerk’s office.

This will be your proof that you had your spouse served. “Delivery” means delivering the papers to your spouse or your spouse’s lawyer yourself, or by having someone do this for you.

Your server must deliver to your spouse:

- A.** Motion and Declaration for Order to Pay Attorney Fees
- B.** Notice of Hearing

Caption. Fill in the caption.

1. Have your server check the third box and put their name.
2. In the first blank, the server should put the date the server delivered the papers. In the second blank, the server should put who the server delivered the papers to. Then the server should check the boxes and fill out any blanks as needed to show how the server delivered the papers to your spouse.
3. **List all documents you served:** Your server must check the box for **every form the server** delivered to your spouse. If your server leaves out a form, you will have no proof it was served.

I declare under penalty of perjury: Your server should sign and date the form, State the place signed (city and State), and print their name where it says.

**** Mailing Your Motion to the Other Party:** Your server must mail with postage prepaid, from a post office. You must add at least three days to the number of days' notice your county's rules require.

Example: If you mail a document on a Monday, the law presumes it was served on Thursday. If the third day after you mailed the papers is a weekend or holiday, you should add days so the papers arrive on a business day (not a legal holiday or weekend).

❖ Ask the family law facilitator or court clerk how many days' notice you must give.

FORM 3: Order: on Motion for Attorney Fees (Proposed), FL All Family #182

Caption: Fill out the caption. You will need to put "on Motion for Attorney Fees" in the blank under the case number.

In the first sentence, put your name. In the sentence, put how much you want the court to order.

Check the box if the court allowed you and your spouse to argue your sides at the hearing. Then check the boxes for each party who argued. Put your names.

Presented by: Sign your name. Then print your name on the following line. The judge will put the date in the space to the left of the judge's signature.

FORM 4: Financial Declaration, FL All Family #131

❖ Instead of using the form here, you can use our do-it-yourself interview program, [Washington Forms Online](https://www.washingtonlawhelp.org/forms), to complete this form at WashingtonLawHelp.org.

Caption. Fill out the caption, including your name.

1. Your personal information: Give the information requested. Check **yes** if you are currently working and put your hire date. Check **no** if you are not currently working and give the information requested.

2. Summary of your financial information: Skip this section. Come back to it after filling out the rest of the form.

3. Income.

-
- ❖ If you do not know how much the other parent's income is, give your best estimate, or use the support schedule's instructions for imputing income.
-

Use the **You** column for your info. Use the **Other Party** column for your spouse. Put the income information and income deduction information requested. Make sure you use the correct column for each party.

Income from Benefits: If a parent gets Social Security Disability (SSDI) or workers' compensation (L&I, or other disability benefits from an employer), put that amount in **Other Income**.

Work-Related Disability Benefits: If a parent gets SSDI, L&I and some employer-paid disability benefits or Social Security retirement, and the children get dependent benefits as a result, the payments they get directly count as income to that parent even if the money actually goes to the other parent or custodian.

You should add those amounts under **3A** to income of the parent getting benefits. **The parent should get credit for paying child support through those benefits.** The paying parent's support should go down dollar for dollar by the amount of dependent benefits the children get directly for current child support. See [RCW 26.18.190](#).

Deductions from Income: If you include any deductions from income other than income tax, FICA, and L&I payments, you must be able to prove each deduction. Paystubs may show union and pension plan deductions. You must have extra proof (such as pages from a collective bargaining agreement or employee handbook, or a letter from the employer) that these deductions are required.

If pension deductions are voluntary, you must prove you have had the deduction taken for at least two years.

If the other parent disputes your claims, be ready with business records and receipts proving any business expenses you are claiming. Follow the instructions at the end of the Financial Declaration Form. You should attach private financial information to the Financial Source Documents Cover Sheet.

4. Other Income and Household Income
 - A. *Other income.* Put the name and how much of any other income (including TANF, SSI, and/or food stamps) a parent gets regularly.
 - B. *Household Income.* List the gross monthly income of other adults in the household. That income does not go into calculating the basic support obligation. The court might consider it if someone asks for a deviation from the standard child support amount.
5. **Disputed income:** If you think anyone will dispute a parent's income, State what you believe the correct amount is. Explain why you believe that is the true amount.
6. **Available Assets.** List your assets - cash, and things that you own that could easily be sold for cash.

Examples: stocks, bonds, and so on.

7. **Monthly Expenses after Separation:** Fill out your monthly household expenses. Fill out your best estimate of each expense. Many expenses are not monthly. For those, take the actual amount you pay. Calculate the monthly average.

Example: You pay your car insurance every six months. Divide the amount you pay by 6. Put that amount in the blank under 7F.

Your total monthly expenses may end up being more than your net monthly household income. This is especially common for people with low incomes. You may put off paying a certain bill or make other cutbacks in your expenses.

Your monthly expenses do not need to be equal to or less than your income.

However, if they are far more than your income, you might have to show the court how you are meeting your expenses.

8. & 9: Section 8 is for giving more details about expenses *you already listed in 7.*

11. Attorney Fees: If you hire a lawyer for this case, put those expenses here.

Signed at: Put the city or town and State where you are signing this form, and the date. Sign and print where it says.

FORM 5: Notice of Hearing

You must schedule the hearing day and time with the clerk or judge's assistant. Then fill out the Notice of Hearing to let the court and the other parties know the hearing date, time, place, and reason.

Many counties require you to use their own special form. Ask the court clerk if yours does. If not, use ours.

You should fill out this form with help from the clerk or facilitator, if possible.

How Do I Get a Hearing Date? You can choose a date for your hearing. Note important rules about how much advance notice to give the other party, and what days and times you can schedule the hearing.

If possible, ask the facilitator or clerk:

- How many days before the hearing date do you need to file your papers and serve the other party?
- Are there certain days or times to schedule a Motion for Attorney's Fees in a family law case?
- Do you need to send working papers or confirm the hearing? If so, how and where?

If you cannot contact a clerk or facilitator, check Superior Court [Civil Rule 6\(d\)](#), or the Local Rules for that county: bit.ly/3LFwbrU.

You must add more days if you serve your motion by mail. (See directions for Form 3.)

Filling out the form:

Caption: Fill out the caption.

1. To the Clerk of the Court and to all parties: Put
 - The hearing date and the time.
 - The courthouse address and room number where the hearing will take place.
 - The docket name or the judge's name.

2. List **every matter** you intend to bring up (**Example:** “Motion for Attorney’s Fees”).

This hearing was requested by: Sign and print your name and put the date where it says.

I agree to accept legal papers for this case at: Read the box to the right. Put an address where you can get papers quickly.

Part 3. Talk to a lawyer, if possible.

These instructions are not legal advice. Try to talk to a lawyer about your problem before filing your motion. If you have a very low income, call CLEAR. (See below for contact info.)

Part 4. Make three extra copies of each document

Make at least three copies of each document (more if there is more than one other party in the case):

- One for you
- One for your spouse’s lawyer (or your spouse if she does not have a lawyer)
- One for the judge (working papers)

❖ Step 5 has more on working papers.

Part 5. File and deliver working papers. Have other party served.

File the **originals** of Forms #1- 3 with the clerk’s office, and a copy of Form #4.

Stamp your copies of the forms with the clerk’s date stamp to prove you filed the originals of Forms #1, 2 and 3 with the clerk.

Working Papers: Some counties require “working papers.” These are an extra copy of your motion packet (the papers you filed plus the order marked “Proposed”) that goes to the judge.

Ask the clerk or family law facilitator if you need to file working papers. If so, get our [What are Working Copies](#) packet.

Serving the Other party: You must have your spouse served with a copy of your motion packet the proper amount of time before the hearing. Each county has its own rule on how much notice a party must get notice of the hearing.

Ask the facilitator or clerk how much notice you must give your spouse. Then deliver or serve the motion packet appropriately. Bring the last copy of your motion packet to your hearing. It is your copy.

Part 6. Confirm and go to your hearing.

Confirmation: Ask the facilitator or clerk if you have to confirm your hearing and if so, how. You may have to do this several days before the actual hearing. **If you do not, the court may automatically cancel your hearing!**

Other party's response: If your spouse files a written response to your motion, she must do so by the deadline in your county's local rules. Ask the facilitator or clerk what that deadline is. Your local rules may be at bit.ly/3LFwhrU.

If your spouse files a response late, you can object to the response before the judge or commissioner.

At Your Hearing:

You must go to the hearing. You can tell the judge your side of the case. You cannot present any new facts that are not already in the documents you filed.

Everything you say must already be in the motion and declaration forms. If the court allows you to speak at all, you will have only a few minutes to do so.

❖ **Do not bring your children with you. You may have to wait as long as three hours for your hearing.** Arrive a half-hour early to check in.

Bring a copy of your motion packet with you, including the original of the Order: form.

After the Hearing: Make yourself a copy of whatever the judge signed. If your spouse was not there, make another copy to mail to them. You or the clerk must file all signed original orders in the clerk's office.

Do not leave the courthouse with or destroy original orders the judge has signed.

If you do not know what to do with the originals, ask the clerk or facilitator.

-
- ❖ **The laws and court rules are complex.** Try to talk to a lawyer about your problem before filing your action. (You may be able to hire a lawyer for a small fee to review your completed forms and talk about your problem, but not represent you in court.)
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Get Legal Help

- **Apply online** with [CLEAR*Online](https://nwjustice.org/apply-online) - nwjustice.org/apply-online
- **Facing a legal issue in King County** (other than Eviction or Foreclosure)? Call 2-1-1 (or toll-free 1-877-211-9274) weekdays 8:00 am - 6:00 pm. They will refer you to a legal aid provider.
- **Facing a legal issue outside of King County** (other than Eviction or Foreclosure)? Call the CLEAR Hotline at 1-888-201-1014 weekdays between 9:15 am - 12:15 pm or apply online at nwjustice.org/apply-online.
- **Facing Eviction?** Call 1-855-657-8387.
- **Facing Foreclosure?** Call 1-800-606-4819.
- **Seniors (age 60 and over)** with a legal issue outside of King County can also call CLEAR*Sr at 1-888-387-7111.
- **Deaf, hard of hearing or speech impaired callers** can call any of these numbers using the relay service of your choice.

CLEAR and 2-1-1 will provide interpreters.

This publication provides general information concerning your rights and responsibilities. It is not intended as a substitute for specific legal advice.

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APPENDIX A: Terms and words you may want to know

Calendar: The court's schedule of cases it will hear. Also called a Docket.

Caption: The heading of each legal document. It has the name of the court, the names of the parties, the case number, and the name of the document itself.

Certificate of Mailing or Personal Delivery: Tells the court that you successfully delivered the court papers to your spouse.

Clerk of the Court: An officer of the court who handles clerical matters like keeping records, entering judgments, and providing certified copies.

Commissioner: Like a judge. Only makes decisions relating to a particular subject. Many counties have family law commissioners who decide only family law cases.

Court: Often the court means the judge or commissioner who represents the court.

Family Law Facilitator: A facilitator can provide helpful information, but not legal advice, for parties without a lawyer. The program is available at some county courthouses. Facilitators can help you get the form to guide you through the courthouse process, answer limited procedural questions, and review family law documents for completeness. Services are usually available by appointment only.

Filing: Giving court papers to the court clerk to place in the case file.

Hearing: Going before a judge or court commissioner in person to ask for a court order.

Motion: A request made to the court for a court order.

Motion Docket: The court's schedule of motions to be heard.

Notice of Hearing: Written request to the clerk to schedule your case for a hearing.

Order: A court document signed by a judge or commissioner that requires someone to do or not do something.

Ruling: A decision made by the court. A ruling needs to become a written Order to be effective.

Service: Giving court papers to your spouse by having them hand-delivered, sending it by certified mail, or publishing in a newspaper.

Superior Court of Washington, County of _____

In re:

Petitioner/s (*person/s who started this case*):

And Respondent/s (*other party/parties*):

No. _____

Motion and Declaration for Order Requiring
_____ to pay

Attorney Fees

(No Mandatory Form Available)

To both parties:

Deadline! Your papers must be filed and served by the deadline in your county's Local Court Rules, or by the State Court Rules if there is no local rule. Court Rules and forms are online at www.courts.wa.gov.

If you want the court to consider your side, you **must**:

- File your original documents with the Superior Court Clerk; AND
- Give the Judge/Commissioner a copy of your papers (if required by your county's Local Court Rules); AND
- Have a copy of your papers served on all other parties or their lawyers; AND
- Go to the hearing.

The court may not allow you to testify at the motion hearing. Read your county's Local Court Rules, if any.

Bring proposed orders to the hearing.

To the person filing this motion:

You must schedule a hearing on this motion. You may use the *Notice of Hearing* (form FL All Family 185) unless your county's Local Court Rules require a different form. Contact the court for scheduling information.

To the person receiving this motion:

If you do not agree with the requests in this motion, file a statement (using form FL All Family 135, *Declaration*) explaining why the court should not approve those requests. You may file other written proof supporting your side.

I. Motion

Pursuant to R.C.W. 26.09.140 and the equitable powers of the court, [*moving party's name*] _____ moves the Court for an Order that:

Requires [*non-moving party*] _____ to deposit into the court's registry \$_____, so that [*moving party*] _____ may hire a lawyer to represent him/her, and

That upon entering a Notice of Appearance for Respondent, that [*moving party's*] _____ lawyer may move the Court to release those funds for payment of legal costs and fees of [*moving party*] _____.

I base this Motion on my attached Declaration and Memo in Support.

Dated: _____

Signed: _____

_____, pro se
[*Print name of Moving Party*]

II. Declaration

I, _____, declare:

1. _____ has a lawyer. I cannot afford a lawyer.

2. I have filed _____ with the court, showing that

I am low-income.

3. I do not believe I can represent myself without a lawyer. I have spoken with a

private attorney who may be willing to take my case if I can figure out how to pay him/her.

4. _____'s income is higher

than mine. _____

_____.

5. _____

_____.

I declare under penalty of perjury under the laws of the state of Washington that the statements on this form are true.

Signed at (city and state): _____ Date: _____

▶ _____
Signature of Moving Party, Pro Se

_____ *Print or type name of Moving Party*

Superior Court of Washington, County of _____

In re:

Petitioner/s (person/s who started this case):

And Respondent/s (other party/parties):

No. _____

**Proof of Mailing or Hand Delivery
(for documents after Summons and
Petition)
(AFSR)**

**Proof of Mailing or Hand Delivery
(for documents after Summons and Petition)**

Warning! Do **not** use this form to prove you mailed or delivered a Summons, Petition, Order to Go to Court, or any kind of Restraining Order. For those documents, use Proof of Personal Service (FL All Family 101), or if you have court permission to serve by mail, use Proof of Service by Mail (FL All Family 107).

I declare:

1. I am (check one): the Petitioner the Respondent (name): _____
_____ and I am competent to be a witness in this case.

2. On (date): _____, I served copies of the documents listed in **3** below to
(name of party or lawyer served): _____ by:

mail (check all that apply): first class certified other _____

Mailing Address City State Zip

email to (address): _____
(only if allowed by agreement, order, or your county's Local Court Rule)

fax to (number): _____
(only if allowed by agreement, order, or your county's Local Court Rule)

Hand delivery at (time): _____ a.m. p.m. to this address:

Street Address City State Zip

I left the documents (*check one*):

- with the party or lawyer named above.
- at the attorney's office with the clerk or other person in charge.
- at the attorney's office in a conspicuous place because no one was in charge.
- with (*name*): _____,
at the address listed in court documents where the party agreed to receive legal papers for this case.
- (*For a party or lawyer who has no office or whose office is closed*) at their home with (*name*): _____,
a person of suitable age and discretion who lives in the same home.

3. List all documents you served (*check all that apply*):

(The most common documents are listed below. Check only those documents that were served. Use the "Other" boxes to write in the title of each document you served that is not already listed.)

<input type="checkbox"/> Notice of Hearing (<i>hearing date</i>): _____	<input type="checkbox"/> Notice Re: Military Dependent
<input type="checkbox"/> Motion for Temporary Family Law Order <input type="checkbox"/> and Restraining Order	<input type="checkbox"/> Sealed Financial Documents
<input type="checkbox"/> Proposed Temporary Family Law Order	<input type="checkbox"/> Financial Declaration
<input type="checkbox"/> Proposed Parenting Plan	<input type="checkbox"/> Declaration of: _____
<input type="checkbox"/> Proposed Child Support Order	<input type="checkbox"/> Declaration of: _____
<input type="checkbox"/> Proposed Child Support Worksheets	<input type="checkbox"/> Declaration of: _____
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____

4. Other: _____

I declare under penalty of perjury under the laws of the state of Washington that the statements on this form are true.

Signed at (*City and State*): _____ Date: _____

Signature of server

Print or type name of server

Superior Court of Washington, County of _____

In re:

Petitioner/s (*person/s who started this case*):

And Respondent/s (*other party/parties*):

No. _____

Order: _____

(OR)

Order: _____

1. The (*check one*): Petitioner Respondent made a *Motion for Order* for _____. A hearing on the *Motion* was held on (*date*): _____.
2. The Court has considered the *Motion* and any supporting documents, response from the other party, other documents from the court record identified by the court, if any, and any testimony or argument.
3. The court finds good cause to approve this Order.

Other findings (*if any*): _____

Superior Court of Washington, County of _____

In re:

Petitioner/s *(person/s who started this case)*:

And Respondent/s *(other party/parties)*:

No. _____

Financial Declaration of
(name): _____
 (FNDCLR)

Financial Declaration

1. Your personal information

Name: _____

Highest year of education you completed: _____ Your job/profession is: _____

Are you working now?

Yes. List the date you were hired *(month / year)*: _____

No. List the last date you worked *(month / year)*: _____

What was your monthly pay *before taxes*: \$ _____

Why are you not working now? _____

2. Summary of your financial information

*(Complete this section **after** filling out the rest of this form.)*

1. Total Monthly Net Income <i>(copy from section 3, line C. 3.)</i>	\$
2. Total Monthly Expenses After Separation <i>(copy from section 7, line I.)</i>	\$
3. Total Monthly Payments for Other Debts <i>(copy from section 9)</i>	\$
4. Total Monthly Expenses + Payments for Other Debts <i>(add line 2 and line 3)</i>	\$

Gross Monthly Income of Other Party <i>(copy from section 3. A.)</i>	\$
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3. Income

List monthly income and deductions below for you and the other person in your case. If your case involves child support, this same information is required on your *Child Support Worksheets*. If you do not know the other person's financial information, give an estimate.

Tip: If you do not get paid once a month, calculate your *monthly* income like this:

Monthly income = Weekly x 4.3 **or** 2-week x 2.15 **or** Twice a month x 2

A. Gross Monthly Income (before taxes, deductions, or retirement contributions)		
	You	Other Party
Monthly wage / salary		
Income from interest / dividends		
Income from business		
Spousal support / maintenance received (Paid by: _____)		
Other income		
Total Gross Monthly Income (add all lines above)		
Total gross income for this year before deductions (starting January 1 of this year until now)		

B. Monthly Deductions		
	You	Other Party
Income taxes (federal and state)		
FICA (Soc.Sec. + Medicare) or self-employment taxes		
State Industrial Insurance (Workers' Comp.)		
Mandatory union or professional dues		
Mandatory pension plan payments		
Voluntary retirement contributions (up to the limit in RCW 26.19.071(5)(g))		
Spousal support / maintenance paid		
Normal business expenses		
Total Monthly Deductions (add all lines above)		

C. Net Monthly Income		
	You	Other Party
1. Total Gross Monthly Income (from A above)		
2. Total Monthly Deductions (from B above)		
3. Net Monthly Income (Line 1 minus Line 2)		

4. Other Income and Household Income

Tip: If this income is not once a month, calculate the *monthly* amount like this:
 Monthly income = Weekly x 4.3 or 2-week x 2.15 or Twice a month x 2

A. Other Income (Do not repeat income you already listed on page 2.)		
	You	Other Party
Child support received from other relationships		
Other income (From: _____)		
Other income (From: _____)		
Total Other Income (add all lines above)		

B. Household Income (Monthly income of other adults living in the home)		
	Your Home	Other Party's Home
Other adult's gross income (Name: _____)		
Other adult's gross income (Name: _____)		
Total Household Income of other adults in the home (add all lines above)		

5. Disputed Income – If you disagree with the other party's statements about anyone's income, explain why the other party's statements are not correct, and your statements are correct:

6. Available Assets

List your liquid assets, like cash, stocks, bonds, that can be easily cashed.	
Cash on hand and money in all checking & savings accounts	\$
Stocks, bonds, CDs and other liquid financial accounts	\$
Cash value of life insurance	\$
Other liquid assets	\$
Total Available Assets (add all lines above)	

7. Monthly Expenses After Separation

Tell the court what your monthly expenses are (or will be) after separation. If you have dependent children, your expenses must be based on the parenting plan or schedule you expect to have for the children.

A. Housing Expenses		F. Transportation Expenses	
Rent / Mortgage Payment		Automobile payment (<i>loan or lease</i>)	
Property Tax (if not in monthly payment)		Auto insurance, license, registration	
Homeowner's or Rental Insurance		Gas and auto maintenance	
Other mortgage, contract, or debt payments based on equity in your home		Parking, tolls, public transportation	
Homeowner's Association dues or fees		Other transportation expenses	
Total Housing Expenses		Total Transportation Expenses	
B. Utilities Expenses		G. Personal Expenses (not children's)	
Electricity and heating (gas and oil)		Clothes	
Water, sewer, garbage		Hair care, personal care	
Telephone(s)		Recreation, clubs, gifts	
Cable, Internet		Education, books, magazines	
Other (<i>specify</i>):		Other Personal Expenses	
Total Utilities Expenses		Total Personal Expenses	
C. Food and Household Expenses		H. Other Expenses	
Groceries for (<i>number of people</i>): _____		Life insurance (not deducted from pay)	
Household supplies (cleaning, paper, pets)		Other (<i>specify</i>):	
Eating out		Other (<i>specify</i>):	
Other (<i>specify</i>):		Other (<i>specify</i>):	
Total Food and Household Expenses		Total Other Expenses	
D. Children's Expenses		List all Total Expenses from above:	
Childcare, babysitting		A. Total Housing Expenses	
Clothes, diapers		B. Total Utilities Expenses	
Tuition, after-school programs, lessons		C. Total Food and Household Expenses	
Other expenses for children		D. Total Children's Expenses	
Total Children's Expenses		E. Total Health Care Expenses	
E. Health Care Expenses		F. Total Transportation Expenses	
Insurance premium (health, vision, dental)		G. Total Personal Expenses	
Health, vision, dental, orthodontia, mental health expenses not covered by insurance		H. Total Other Expenses	
Other health expenses not covered by insurance		I. All Total Expenses (add A - H above)	
Total Health Care Expenses		<i>Use section 10 below to explain any unusual expenses, or attach additional pages.</i>	

8. Debts included in Monthly Expenses listed in section 7 above

Debt for what expense (mortgage, car loan, etc.)	Who do you owe (Name of creditor)	Amount you owe this creditor now	Last Monthly Payment made
		\$	Date:
		\$	Date:
		\$	Date:
		\$	Date:

9. Monthly payments for other debts (not included in expenses listed in section 7)

Describe Debt (credit card, loan, etc.)	Who do you owe (Name of creditor)	Amount you owe this creditor now	Last Monthly Payment (Date and Amount)	
			Date:	\$
		\$	Date:	\$
		\$	Date:	\$
		\$	Date:	\$
		\$	Date:	\$
		\$	Date:	\$
		\$	Date:	\$
Total Monthly Payments for Debts				

10. Explanation of expenses or debts (if any needed):


11. Lawyer Fees

List your total lawyer fees and costs for this case as of today.

Amount paid	\$	Source of the money you used to pay these fees and costs: Describe your agreement with your lawyer to pay your fees and costs:
Amount still owed	\$	
Total Fees/Costs	\$	

I declare under penalty of perjury under the laws of the state of Washington that the facts I have provided on this form are true.

Signed at (city and state): _____ Date: _____

 _____ Print name

Financial Records – You must provide financial records as required by statute and state and local court rules. These records may include:

- Personal Income Tax Returns
- Partnership or Corporate Income Tax Returns
- Pay stubs
- Other financial records

Important! Do not attach financial records to this form. Financial records should be served on the other party and filed with the court separately using the *Sealed Financial Source Documents* cover sheet (FL All Family 011). If filed separately using the cover sheet, the records will be sealed to protect your privacy (although they will be available to all parties and lawyers in this case, court personnel and certain state agencies and boards.) See GR 22(c)(2).

Superior Court of Washington, County of _____

In re:

Petitioner/s (person/s who started this case):

And Respondent/s (other party/parties):

No. _____

Notice of Hearing
(NTHG)

Clerk's action required: **1**

Notice of Hearing

To the Court Clerk and all parties:

1. A court hearing has been scheduled:



for: _____ at: _____ a.m. p.m.
date *time*

at: _____ in _____
court's address *room or department*

docket / calendar or judge / commissioner's name

2. The purpose of this hearing is (specify): _____

Warning! If you do not go to the hearing, the court may sign orders without hearing your side.

This hearing was requested by: Petitioner or his/her lawyer Respondent or his/her lawyer



Person asking for this hearing signs here

Print name (if lawyer, also list WSBA #)

Date

I agree to accept legal papers for this case at:

address

city *state* *zip*

(Optional) email: _____

This does **not** have to be your home address. If this address changes before the case ends, you **must** notify all parties and the court clerk in writing. You may use the *Notice of Address Change* form (FL All Family 120). A party must also update his/her *Confidential Information* form (FL All Family 001) if this case involves parentage or child support.