

Superior Court of Washington, County of _____

In re:

Petitioner/s (as listed on the Petition):

And Respondent/s (as listed on the Petition):

No. _____

**Summons: Notice about Changing a
Parenting Plan or Custody Order**
(SM)

**Summons: Notice about Petition to Change a Parenting Plan or
Custody Order**

To: _____
(name/s of the party/parties who did **not** file this Summons and Petition)

Important! The person filing this Summons **must** complete the address boxes below. If the person filing this Summons does not give a service address and the court's address, **this Summons will be invalid.**

☐ Person filing this Summons ☐ Lawyer (name):

Address for Service: (This does **not** have to be a home address.)

You may **only** serve by email if an email address is provided below or the person filing this Summons otherwise agrees in writing. See *All Civil 006 Agreement re: Service by Email*.

☐ Email (optional) – The person filing this Summons agrees to accept service of legal papers for this case at this email address: _____

Superior Court of Washington, County of _____

Court's Address:

The person filing this *Summons* and *Petition* asked the court to change a *Parenting Plan*, *Residential Schedule*, or custody order. You must respond in writing for the court to consider your side.

Deadline! Your *Response* must be served on the other party within **20 days** of the date you were served this *Summons* (60 days if you were served outside of Washington State). If the case has been filed in court, you must also file your *Response* by the same deadline.

If you do not file and serve your *Response* or a *Notice of Appearance* by the deadline:

- No one has to notify you about other hearings in this case, and
- The court may approve the requests in the *Petition* without hearing your side. (This is called a *default judgment*.)

Lawyer not required. It is a good idea to talk to a lawyer, but you may file and serve your *Response* without one.

Follow these steps:

1. **Read** the *Petition* and any other documents you receive with this *Summons*. These documents explain what the other party is asking for.
2. **Fill out** the *Response to Petition to Change a Parenting Plan or Residential Schedule* (FL Modify 602).

You can get the *Response* and other forms at:

- The Washington State Courts' website: www.courts.wa.gov/forms
 - Washington LawHelp: www.washingtonlawhelp.org, or
 - The Superior Court Clerk's office or county law library (for a fee).
3. **Serve** (give) a copy of your *Response* to the person who filed this *Summons* at their service address listed on page 1. **4. File** your original *Response* with the clerk of the court at the court's filing address listed on page 1. **5. Adequate Cause: Before the court will have a full hearing or trial about the *Petition*, one of the parties must ask the court to decide whether there are valid reasons to allow the case to move forward (adequate cause). If there are no valid reasons, the court will dismiss the *Petition*. Either party can file a *Motion for Adequate Cause Decision* (form FL Modify 603).**

Signature of person filing this *Summons* or lawyer

Date

Print name of person filing this *Summons* or lawyer and WSBA No.

If there is no "Case No." listed on page 1, this case may not have been filed and you will not be able to file a *Response*. Contact the Superior Court Clerk or check www.courts.wa.gov to find out.

If the case was not filed, you must still serve your *Response*, and you may demand that the other party file this case with the court. Your demand must be in writing and must be served on the other party or their lawyer (whoever signed this *Summons*). If the other party does not file papers for this case within 14 days of being served with your demand, this service on you of the *Summons* and *Petition* will not be valid. If the other party does file, then you must file your original *Response* with the court clerk at the address above.

This summons is issued pursuant to RCW 4.28.180 and Superior Court Civil Rule 4.1 of the State of Washington.