

**FAMILY COURT SERVICES - ROOM 2150
501 WEST ADAMS STREET, JACKSONVILLE, FL 32202
(904) 255-1060**

**CHECKLIST FOR:
PETITION FOR TEMPORARY CUSTODY OF MINOR CHILD (REN) BY EXTENDED
FAMILY**

An Extended Family Member is: A relative of a minor child within the third degree by blood or marriage to the parent; OR The stepparent of a minor child if the stepparent is currently married to the parent of the child and is not a party in a pending dissolution, domestic violence, or other civil or criminal proceeding in any court of competent jurisdiction involving one or both of the child(ren)'s parents as an adverse party; OR An individual who qualifies as "fictive kin." As defined in section 39.01, Florida Statutes, fictive kin mean a person unrelated by birth, marriage, or adoption who has an emotionally significant relationship, which possesses the characteristics of a family relationship, to a child.

INSTRUCTIONS:

1. Go to www.flcourts.org - (select) – Self Help, Family Law Forms for the forms. **Fully complete** the forms below.
2. Make sure the appropriate forms are **notarized**.
3. After notarizing make **2 copies** of **each** from.
4. File your **original documents** with the **Family Law Clerk of Courts Room 1191 – 1st floor**.
5. The Clerk's Office will issue the **Summons** (instructions on next page).

ALL FORMS MUST BE COMPLETED TO START YOUR CASE

- Form 12.970(a)
 - Petition for Temporary Custody of Minor Child (ren) by Extended Family
- Form 12.900(h) (Must be Filed)
 - Notice of Related Cases
- Form 12.902(b) or (c)
 - Family Law Financial Affidavit (Short/Long)
-Only complete if Petitioner is requesting child support
- Form 12.902(d)
 - Uniform Child Custody Jurisdiction and Enforcement Act Affidavit (UCCJEA)
- COPIES
 - Copy(ies) of birth certificate(s) of the child(ren), if available
 - Copy of parent's birth certificate(s), if available
 - Copy of death certificate if parent(s) is/are deceased

