

**IN THE COURT OF COMMON PLEAS, JUVENILE DIVISION  
CLERMONT COUNTY, OHIO**

**GENERAL INFORMATION REGARDING SHARED PARENTING PLAN**

- **When filing for Shared Parenting, you must file either a Complaint or Motion along with a shared parenting plan. If you fail to submit a proposed shared parenting plan with your Complaint or Motion, your case could be dismissed.**
- **The filing fees are as follows and are required at the time of filing:**

**Complaint for Shared Parenting - \$215**

**Motion for Shared Parenting - \$100**

The payment can be cash, personal check, or a money order. **FILING FEES ARE NON-REFUNDABLE.**

- **All information on the attached forms must be completed in full. Your complaint/motion will not be processed until this form is completed.**
- **You may type, print, or clearly write the information on the forms. The forms are set up in a PDF fillable format – just tab through each section and type in your information.**
- **YOUR PAPERWORK CAN NOT BE PROCESSED IF WE DO NOT HAVE COMPLETE AND CURRENT ADDRESSES FOR ALL PARTIES. THE COURT WILL IN NO WAY PROVIDE YOU WITH AN ADDRESS FOR THE OTHER PARTY.**
- **The paperwork can be completed and turned in or you may take it with you and return it by mail.**
- **If you send the paperwork by mail, your signatures must be notarized and you must return it along with the \$215.00/\$100.00 filing fee in the form of money order or personal check made payable to “Clermont County Juvenile Court”. The address to send paperwork to is:**

**Clermont County Juvenile Court  
Attention: Clerk’s Office  
2340 Clermont Center Drive, Suite 100  
Batavia, Ohio 45103-1958**

- Once your paperwork has been processed, you will be notified by mail of the date and time of your hearing. If your hearing notice is returned marked “undeliverable as addressed” and you have not notified the Court of your new address, in writing, the complaint/motion may be dismissed without further action.
- If the hearing notice which has been sent to the other party is returned to the Court marked “undeliverable as addressed”, you will be contacted by the Court for a new address. It is your responsibility to provide a good address in writing to the Court as soon as possible. If you fail to provide a good address, and the complaint/motion has not been served at the time of hearing and the other party does not appear at the hearing, the complaint/motion may be dismissed without further action.
- The staff at Juvenile Court is not permitted to give you legal advice. Examples of legal advice are:

What should I do?

What are my rights?

What will the Magistrate or Judge do?

Can I take the child from the other parent?

If you want legal advice you must contact an attorney. If you need help in finding an attorney you may contact the Lawyer Referral Service at (513) 732-2050.

If you have questions about our procedures, you may contact Teresa at (513) 732-7155.

**COURT OF COMMON PLEAS  
JUVENILE DIVISION  
CLERMONT COUNTY, OHIO**

CASE NO. \_\_\_\_\_

\_\_\_\_\_  
**PLAINTIFF**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**City State ZIP**

**-VS-**

**SHARED PARENTING PLAN**

\_\_\_\_\_  
**DEFENDANT**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**City State ZIP**

The parties declare that this Agreed Shared Parenting Plan shall be for their following minor child(ren):

\_\_\_\_\_ D.O.B. \_\_\_\_\_

\_\_\_\_\_ D.O.B. \_\_\_\_\_

\_\_\_\_\_ D.O.B. \_\_\_\_\_

\_\_\_\_\_ D.O.B. \_\_\_\_\_

The parties agree that it is in the best interest of the minor child(ren) for the parties to have shared parenting. The parties further agree and acknowledge that each party is a caring and appropriate parent, with the ability to provide care, concern, guidance and a proper home environment for the minor child(ren). The parties further agree that neither party shall criticize the other party or allow others to do so in the presence of the minor child(ren).

The parties agree that each party shall notify the other of any change in that party's residence address listed above, or any change in that party's primary telephone number, within twenty-four (24) hours of such change. Said notice shall be provided by E-mail or regular mail.

The parties agree to the following:

**I. PARENTING TIME**

The child(ren) shall reside with the Mother in accordance with the following schedule:

---

---

---

The child(ren) shall reside with the Father in accordance with the following schedule:

---

---

---

Each parent represents that he/she has separate sleeping quarters for the minor child(ren) during the time that the child(ren) reside(s) with him/her. The parent with whom the child(ren) is/are not presently residing shall be allowed reasonable telephone contact with the minor child(ren) daily from 9:00 A.M. until 9:00 P.M.

Each parent agrees to offer the other parent the right of first refusal regarding care of the child(ren) in the event the parent scheduled to care for the child(ren) is unavailable.

Parenting time for holidays and vacations shall be as follows:

\_\_\_\_\_ As set forth in the attached Standard Parenting Time Order

\_\_\_\_\_ As set forth in the attached Standard Parenting Time Order with the following modifications: \_\_\_\_\_

---

---

Each parent or his/her designee shall be responsible for picking up the child(ren) at the commencement of each period of his/her parenting time as set forth in the above schedule. A licensed, insured driver known to the child(ren) shall be permitted to provide transportation for parenting time exchanges if the parent is unavailable. The location at which the parent shall pick up the child(ren) at the commencement of that parent's parenting time shall be:

\_\_\_\_\_ At the residence of the other parent

\_\_\_\_\_ At the following location \_\_\_\_\_

---

\_\_\_\_\_ Other specific terms and conditions of parenting time:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**II. SCHOOL/DAY CARE**

When the child(ren) is/are of school age, the child(ren) shall attend school in the \_\_\_\_\_ (Mother or Father) school district. That parent is hereby designated the residential parent for the sole purpose of determining where the child(ren) attend(s) school. The parties agree that they shall mutually consent to the choice of day care for the child(ren) prior to their attaining school age and/or for the purpose of extended care after regular school hours. In the event that the parties cannot agree, then the residential parent designated in this paragraph shall make the choice of day care center.

**III. CHILD SUPPORT AND MEDICAL INSURANCE/EXPENSES**

\_\_\_\_\_ The parties agree that child support for the minor child(ren) shall be paid in the amount of \$ \_\_\_\_\_ per month, plus a 2% processing fee, in accordance with the attached Worksheet, payable by Mother/Father as of \_\_\_\_\_.

\_\_\_\_\_ The parties agree that neither parent will pay child support/cash medical support because a child support order/cash medical support order would be unjust or inappropriate and not in the child(ren)'s best interest. This is a deviation from the guideline support amount set forth in the attached Worksheet pursuant to Ohio Revised Code §3119.23 \_\_\_\_\_.

\_\_\_\_\_ Neither parent has health insurance available to him/her or if health insurance is available, it is either not accessible or not available at a reasonable cost. Clermont County CSEA shall be informed immediately if private health insurance becomes available to either parent. Father/Mother shall pay cash medical support in the amount of \$ \_\_\_\_\_ per month, plus a 2% processing fee, in accordance with the attached Worksheet as of \_\_\_\_\_ until such time as private health insurance coverage is obtained for the child(ren).

\_\_\_\_\_ Father/Mother shall be designated as the health insurance provider for the child(ren) insofar as private health insurance is available, is accessible and is reasonable in cost or the parent elects coverage even though such exceeds 5% of Father/Mother's gross annual income.

\_\_\_\_\_ Father shall pay \_\_\_\_\_% and Mother shall pay \_\_\_\_\_ of the of the cost of the health care needs of the child(ren) named above that exceeds the amount of cash medical support ordered to be paid, if any, when private health insurance coverage is not available, OR of the uninsured health care costs or co-payment or deductible costs required under the health insurance policy, contract, or plan that covers the child(ren) named above, when private health insurance coverage is available

Major medical decisions regarding the child(ren) shall be made by both parents jointly. Whichever parent has the child(ren) shall make the primary decision regarding emergency medical needs. Each parent shall notify the other parent immediately in the event of a medical emergency involving the child(ren).

**IV. TAX EXEMPTION(S)**

The Father shall be allowed to claim the following child(ren) for all tax purposes for \_\_\_\_ even-numbered tax years \_\_\_\_ odd-numbered tax years \_\_\_\_ all eligible tax years, so long as he is substantially current in any child support he is required to pay as of December 31 of the tax year in question: \_\_\_\_\_  
\_\_\_\_\_

The Mother shall be allowed to claim the following child(ren) for all tax purposes for \_\_\_\_ even-numbered tax years \_\_\_\_ odd-numbered tax years \_\_\_\_ all eligible tax years, so long as she is substantially current in any child support she is required to pay as of December 31 of the tax year in question: \_\_\_\_\_  
\_\_\_\_\_

The Obligor under the child support order may claim the dependency exemption(s) provided he/she is substantially current with the child support order for the year in which the child/ren will be claimed as dependents. Each parent shall take whatever action is necessary pursuant to Section 152 of the Internal Revenue Code of 1986, 100 Stat. 2085, 26 U.S.C. 1, as amended, to enable the other parent to claim the child/ren as dependents for federal state, and local income tax purposes in accordance with the order of the Court.

**V. TRANSPORTATION**

The parent with whom the child(ren) is/are residing shall be responsible for transportation of the child(ren) for school, recreation, extracurricular activities, medical appointments and all other scheduled events and/or appointments that occur during that parent's scheduled parenting time with the child(ren). If either parent is unavailable for the pick up or delivery of the children, he/she shall use an adult well known to the other parent and the child(ren) for this purpose. Any person, including the parents, driving with the children shall comply with all child restraint laws. No person transporting the children, including the parents, may be under the influence of alcohol or drugs. Only licensed, insured drivers may transport the children.

**VI. RELIGION**

The parents agree as to the appropriate religious education and training for the child(ren). The parents agree to raise the child(ren) in the \_\_\_\_\_ faith.

## VII. DISCIPLINE

The child(ren) shall be disciplined, within reasonable limits in accordance with law, by the parent with whom the child(ren) is/are living when the occasion or event giving rise to the discipline occurs. Each party shall notify the other party of the event or occasion as well as the discipline imposed. No disciplinary measure shall be taken to override the shared parenting schedule, so as to deprive the other parent of his/her time with the children, unless both parents agree to alter the schedule in light of the necessary disciplinary measure. The parents shall strive to maintain consistent methods of discipline and house rules in the child(ren)'s best interest. The parents agree to confer in advance regarding any discipline that would require collaboration between the parents to enforce.

## VIII. ACCESS TO RECORDS NOTICE

**RELOCATION NOTICE:** Pursuant to Ohio Revised Code Section 3109.051(G), the parents are hereby notified as follows: If either parent intends to move to a residence other than the last residence address filed with the Court, he/she shall file a Notice of Intent to Relocate with this Court. Except as provided in Section 3109.051(G)(2), (3), and (4), a copy of said Notice shall be mailed by the Court to the other parent. On receipt of the Notice, the Court, on its own Motion or on the Motion of the other parent, may schedule a hearing with notice to both parents, to determine whether it is in the best interest of the child(ren) to modify the parenting schedule contained herein.

**RECORDS ACCESS NOTICE:** Pursuant to Ohio Revised Code Section 3109.051(H) and 3310.321(B)(5)(a), the parents are hereby notified as follows: Except as specifically modified herein or otherwise limited by Court Order, and subject to Section 3125.19 and 3319.321(F), both parents are entitled to equal access to any record that is related to the child(ren), including but not limited to school and medical records. Any keeper of records, public or private, who knowingly fails to comply with this Order, shall be found to be in Contempt of Court.

**DAY CARE CENTER ACCESS NOTICE:** Pursuant to Ohio Revised Code Section 3109.051(I), the parents are hereby notified as follows: Except as specifically modified or otherwise limited by Court Order, and in accordance with Section 5104.011, each parent shall be entitled to equal access to any day care center that is or will in the future be attended by the child(ren).

**SCHOOL ACTIVITIES AND EXTRACIRRICULAR ACTIVITIES:** Pursuant to Ohio Revised Code Section 3109.05(J), the parents are hereby notified as follows: Except as specifically modified or otherwise limited by Court Order, and subject to Section 3119.321, each parent shall be entitled to equal notice of, and equal access to, any school or extracurricular activity of the child(ren).

## IX. MEDIATION

The parents agree that any major disagreement between them related to the child(ren) shall be referred for at least one session of mediation. The parents shall equally share the cost of mediation. The parents may file the appropriate motions with the Court prior to the

completion of the mediation process. However, no hearing shall be held, except by order of the Court, until the mediation process is completed.

**X. MISCELLANEOUS**

Neither parent has been convicted of, or pleaded guilty to, a violation of Ohio Revised Code Section 2919.25 involving a family member, or any other criminal offense which resulted in physical harm to a family member, nor has either parent been determined to be the perpetrator of any act that resulted in an adjudication that any child is an abused child or neglected child.

The parents waive the following: (A) Findings of fact and conclusions of law pursuant to Ohio Revised Code Section 3109.04, 3109.051, and 3109.052; (B) the thirty day waiting period between the filing of a Shared Parenting Plan and the date of the hearing; and (C) any service of process that may be required by (A) or (B) above.

**XI. MODIFICATIONS**

The parents agree that this Shared Parenting Plan may be modified in the future with the mutual consent of the parties, in writing, and to be filed with this Court. The parties further agree that this Shared Parenting Plan can be modified without the mutual consent of the parties, by one party filing the appropriate Motion with the Court.

<hr/>	
	
<b>Mother</b>	<b>Father</b>
<hr/>	<hr/>
<b>Date</b>	<b>Date</b>