

**INFORMATION SHEET FOR RESPONSIVE DECLARATION TO MOTION FOR
JOINDER OF OTHER PARENT—CONSENT ORDER OF JOINDER**

Please follow these instructions to complete the *Responsive Declaration to Motion for Joinder of Other Parent—Consent Order of Joinder* (form FL-662) if you do not have an attorney representing you. Your attorney, if you have one, should complete this form. **This form should be used if a parent wants to respond to a *Notice of Motion and Declaration for Joinder of Other Parent in Governmental Action* (form FL-661).** This form must be used if a parent does not agree to the joinder of the “other parent.” This form may also be used if a parent agrees to the joinder of the other parent but does not want to go to the scheduled court hearing.

You must file with the court clerk the completed *Responsive Declaration* and serve copies on all parties at least **nine court days** before the hearing date. Add **five calendar days** if the *Responsive Declaration* is being served by mail within California. (See Code of Civil Procedure section 1005 for other situations.) To determine court and calendar days, go to www.courts.ca.gov/12618.htm. The address of the court clerk is the same as the one shown for the superior court on the *Notice of Motion and Declaration for Joinder of Other Parent in Governmental Action* (form FL-661). You may have to pay a filing fee. If you cannot afford to pay the filing fee, contact the court clerk. **Make three copies of your filed response. Serve one copy on the other parent, serve the second copy on the local child support agency, and keep the third copy for your records. You may not serve papers upon the other parties. You must have someone who is not a party to the action and is eighteen years or older serve the papers for you. (See *Information Sheet for Service of Process* (form FL-611).)**

INSTRUCTIONS FOR COMPLETING THE *RESPONSIVE DECLARATION TO MOTION FOR JOINDER OF OTHER PARENT—CONSENT ORDER OF JOINDER* (TYPE OR PRINT IN BLACK INK)

Page 1, first box, top of form, left side: Print the name, address, and phone number in this box.

Page 1, second box, left side: Print the name of the county in which the legal action is filed and the court’s address in this box. Use the same address for the court that is on the *Notice of Motion and Declaration for Joinder of Other Parent in Governmental Action* (form FL-661).

Page 1, third box, left side: Print the names of the petitioner/plaintiff, respondent/defendant, and other parent in this box. Use the same names listed on the *Notice of Motion and Declaration for Joinder of Other Parent in Governmental Action* (form FL-661).

1. Unless you are the local child support agency, check the box for the respondent/defendant if you are the defendant, or check the box for the other parent and print your name in the space provided if you are the other parent.
 - a. Check this box if you agree to an order joining the other parent as a party to this action.
 - b. Check this box if you do not agree to joining the other parent to this action. If you do not agree, you should complete paragraph 3 below.
2. a. Check this box if neither parent has filed a dissolution action against the other parent or any other action, such as a restraining order involving custody or visitation of the children, and to the best of your knowledge the parents are not both parties in any other family law case.
 - b. Check this box if the parents are both parties in another case that involves custody or visitation of the children, such as a dissolution action. Fill in the name and county of the court and the court case number for any other family law cases involving both parents. You can get this information from the order or judgment from those actions. If you do not have a copy of the order or judgment, you may go to the court clerk’s office in the county in which the legal action is filed to get a copy.
3. Check this box if you do not agree to joining the other parent to this action. Explain why you disagree in the space provided.

You must date the form, print your name, and sign the form under a penalty of perjury. When you sign the form, you are stating that the information you have provided is true and correct.

Top of second page, box on left side: Print the names of petitioner/plaintiff, respondent/defendant, and other parent in this box. Use the same names listed on page 1.

Top of second page, box on right side: Print the case number here. Use the same number as that on page 1.

Leave the rest of the page blank for the court to complete.

When you file the responsive declaration, ask the court clerk how to obtain a copy once it is signed by the judicial officer. You are responsible for mailing signed copies of the consent order to the petitioner/plaintiff, respondent/defendant, and other parent. Instructions for how to serve this response are in *Information Sheet for Service of Process* (form FL-611). The person who serves the response must fill out this section of the form. **You cannot serve your own response.**

If you need additional assistance with this form, contact the family law facilitator in your county.