

# Parenting Time/Custody Complaint Form Information

## Not Sure if You Should File a Complaint? Please Keep the Following in Mind:

- The FOC **can** pursue enforcement on custody or parenting time orders that are specific and contain days and times.
- We **cannot** enforce “reasonable parenting time” or “parenting time as the parents agree.”
- Violations that occurred more than 56 days ago **cannot** be processed.

## Possible Outcomes of Filing a Complaint:

- FOC takes no action because the complaint isn't actionable. FOC will send you notification with an explanation including what other services or options may be available.
- Your complaint is processed for enforcement. The complaint will be sent to the other parent for response. If a response is received within 21 days, it will be provided to you.
- The FOC may schedule a joint meeting with you and the other parent for discussion about the complaint. This discussion may result in an order for make-up time and/or small changes to the schedule.
- Your complaint may be scheduled for a court hearing, and the court will determine if make-up parenting time and/or sanctions (fines, fees, incarceration) are appropriate.
- The court may determine the complaint was submitted in "bad faith" and the complainant may be subject to sanctions.

## How to File a Custody or Parenting Time Complaint with the FOC

### POSTAL MAIL:

Houghton, Baraga and Keweenaw County Friend of the Court  
401 East Houghton Avenue  
Houghton, MI 49931

### IN PERSON:

Houghton County Friend of the Court  
401 East Houghton Avenue  
Houghton, MI 49931

2nd Floor - Houghton County Courthouse  
Monday- Friday 8:00 a.m. - 4:00 p.m.  
\*Closed Holidays\*

<b>STATE OF MICHIGAN</b> 12TH CIRCUIT COURT HOUGHTON COUNTY	<b>PHYSICAL CUSTODY OR          PARENTING TIME COMPLAINT/          ASSISTANCE REQUEST</b>	<b>CASE NO.</b>
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Houghton, Keweenaw, Baraga County Friend of the Court Main Office: 401 East Houghton Avenue, Houghton, MI 49931

Plaintiff: \_\_\_\_\_  
 Complaining Party

Defendant: \_\_\_\_\_  
 Complaining Party

1. Please provide the date of the court order that was violated pertaining to parenting time/custody: \_\_\_\_\_
2. Did the alleged violation(s) occur within 56 days of when this complaint was submitted to the FOC?  Yes  No  
 If yes, proceed. If no, stop. The FOC cannot process complaints that occurred more than 56 days ago.
3. State the specific violation of the order. Include date, time, and specific location for this complaint. A violation must be based on a specific court order signed by a judge. *The Friend of the Court is unable to enforce agreements between the parties.*
4. Do not submit additional documents. We will request documents when needed.

**Did you make a physical attempt to pick up the child/ren?**  Yes  No

**Date:**

**Time:**

**Specific location of physical attempt:**

Plaintiff's residence

Defendant's residence

Other:

**PLEASE PROVIDE A BRIEF DESCRIPTION OF THE ALLEGED VIOLATION.**

5. I am requesting make-up parenting time.  Yes  No
6. By completing this form, I am requesting assistance and understand that further action will be determined at the discretion of the Friend of the Court. Possible actions could include a joint meeting, a court hearing, or another resolution.
7. I understand that the other parent will receive a copy of this complaint and will have an opportunity to respond.

*I verify that the above statement is true and accurate to the best of my knowledge.*

\_\_\_\_\_  
 Signature of Complaining Party

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Phone number

\_\_\_\_\_  
 Email Address