



**FRIEND OF THE COURT
VISITATION AND ACCESS APPLICATION**

1010 Lavaca Street, P.O. Box 1495
Austin, TX 78767
512-854-9696 / fax 512-854-9819

FOR ATTORNEY USE ONLY

ENFORCEMENT SERVICES

INTERVENTION SERVICES

CRITERIA FOR ACCEPTANCE OF APPLICATION BY THE DRO

**DOMESTIC RELATIONS OFFICE ATTORNEYS AND STAFF SERVE AS A
"FRIEND OF THE COURT" AND REPRESENT NEITHER THE APPLICANT
NOR THE RESPONDING PARTY.**

Both parties have the right to hire an attorney to represent them in any court action that may be taken by the Domestic Relations Office.

Any legal parent may apply for services as long as the following criteria are met:

- 1. The order at issue is a FINAL court order (this includes Divorce Decrees, Modification Orders, Paternity Decrees or Orders Establishing the Parent-Child Relationship, and Protective Orders) and was issued by a Travis County Court, or has already been transferred to Travis County (if it was originally issued by a court outside of Travis County);**
- 2. No litigation may be pending;**
- 3. At least one of the parties must live in Travis or contiguous counties; and**
- 4. The applicant must have attended the Visitation Services Program Orientation (held every Wednesday at 1:30 p.m.).**

To apply for services with the Access and Visitation Program, please complete this application and return the application to DRO front desk along with a copy of each pertinent court order. You will be notified in writing of DRO's acceptance and/or rejection of your case once the application has been reviewed and processed.

In order for us to process your application, we ask that you complete the ENTIRE application and acquire and keep in your possession all required documents. If you do not know the answer to a question, please write "N/A" or "I do not know". WITHOUT THE REQUIRED INFORMATION, WE WILL BE UNABLE TO PROCESS YOUR APPLICATION.

NOTICE: If the respondent lives out of town, the applicant will be required to pay the costs of serving the other parent (usually about \$150.00, but it varies with location). If the applicant lives out of town, and the case is set for court, he/she will be required to attend a hearing or hearings in Travis County.

IMPORTANT INFORMATION
PLEASE READ BEFORE YOU PROCEED

The other party will be sent a letter informing them of your application with the Domestic Relations Office. Both parties are required to participate in a Conflict Resolution Meeting and Cooperative Parenting classes if applicable.

It is the policy of this office to attempt to resolve disputes involving language possession by attempting to negotiate the terms of the court ordered visitation and that the parties attend the cooperative parenting classes. Every reasonable effort will be made to resolve the possession dispute **WITHOUT** court action.

If warranted, referral to monitored exchanges or supervised visitation may be recommended. By applying for services through the Travis County Domestic Relations Office, you are agreeing to participate in all activities recommended by the Travis County DRO staff.

If at any time you feel the only recourse is litigation you will need to consult and/or hire a private attorney to file the appropriate legal documents with the court and represent you.

THE DRO DOES NOT TAKE CASES TO COURT FOR MODIFICATION OF COURT ORDERS.

PRIVACY ACT NOTICE: Disclosure of your social security number, and the social security numbers of your children, is required by Section 105.006, Texas Family Code. Failure to disclose this information may result in the denial of legal services. The Legal Enforcement Division will only use these social security numbers for the purpose of enforcing visitation for you.

I certify that I have read, understood and agree to abide by the terms of the criteria for acceptance of a case by the DRO.

APPLICANT SIGNATURE

**FRIEND OF THE COURT
ACCESS AND VISITATION
CASE HISTORY**

NAME: _____ **CAUSE NUMBER:** _____

COUNTY: _____ **DATE:** _____

INFORMATION ABOUT YOUR CHILD(REN):

Name: _____ Name: _____

Date of Birth: _____ Age: _____ Sex: _____ Date of Birth: _____ Age: _____ Sex: _____

Name: _____ Name: _____

Date of Birth: _____ Age: _____ Sex: _____ Date of Birth: _____ Age: _____ Sex: _____

Name: _____ Name: _____

Date of Birth: _____ Age: _____ Sex: _____ Date of Birth: _____ Age: _____ Sex: _____

1. What problem(s) are you having with your court ordered visitation? _____

2. Are you the Custodial Parent or Non-Custodial Parent?

3. Which children are involved in this case? _____

4. At the time that the children involved in this case were born you were:

- | | |
|--|---|
| <input type="checkbox"/> Not married to the other parent | <input type="checkbox"/> Married to the parent |
| <input type="checkbox"/> Separated from the other parent | <input type="checkbox"/> Divorced from the other parent |

5. Do you have a final Travis County court order? Yes No If no, what County/State?

6. Is there pending litigation? Yes No

7. Do you have an attorney or agency helping you with your visitation case? Yes No
If yes, list the name of the attorney(s) or agency(s), address(es) and phone number(s):

8. What is your visitation schedule?

- Standard - 1st 3rd and 5th weekend starting at 6pm on Friday-6pm on Sunday
- 2nd and 4th weekend starting at 6:00 pm Friday through 6:00 pm on Sunday
- Supervised visits
- Other
- I don't know

9. Have you made any "out-of-court" agreements with the other parent in regard to visitation with your child(ren)? Yes No

If yes, please explain: _____

10. Has the custodial parent given you a reason or excuse why visitation has been denied?
 Yes No

If yes, please explain: _____

11. How long ago since your last visit with your child(ren)?

- 1 month
- 3 month
- 6 months
- 1 year
- More than 1 year
- Never had any visits

12. Have the police been called during exchanges? Yes No

If yes, please explain: _____

13. Has the other parent ever alleged he/she is afraid of you? Yes No

If yes, please explain: _____

14. Has there ever been a physical altercation between you and the other parent?

Yes No

If yes, please explain: _____

15. Is there now or has there ever been a Restraining Order, Protective Order or Trespass Warrant in effect against you, the other parent, or anyone else in either household?

Yes No

If yes, please explain: _____

16. Is there a Non-Disclosure in place? Yes No

17. Has there ever been any family violence? Yes No

If yes, please explain: _____

18. Has Child Protective Services (CPS) ever contacted you or the other parent? Yes No

If yes, please explain: _____

19. Have you ever been accused, charged or convicted of sexual assault, indecency, injury, or endangerment of a child? Yes No

If yes, please explain: _____

20. Has any law enforcement authority ever contacted you with regard to the child(ren)?

Yes No

If yes, please explain: _____

21. Are you currently in a relationship/married? Yes No

22. Please list all individuals who live with you and identify their relationship?

23. Has there ever been a physical altercation between you and your current partner or any of their family members? Yes No

If yes, please explain: _____

24. How does the other parent get along with your partner?

Ok

Does not like my current partner

Likes my partner

Does not want my partner around our child(ren)

Does not know my partner

25. How does your child(ren) get along with your partner?

Ok

Does not know my partner

NA

Likes my partner

Does not want to be around my partner

Does not like my partner

26. Do you have other children? Yes No If Yes, how does your child(ren) get along with these children?

Ok

Does not know my children

Likes my child(ren)

Does not want my children to be in our home

Does not like my child(ren)

27. Does your child(ren) have any special medical needs? Yes No I don't know

If yes, please explain: _____

28. How do you communicate with the other parent about your children?

Please check all that apply:

- We don't communicate
- Through our child(ren)
- By phone, mail or e-mail
- In person
- Through family members, please list _____

Other, please explain: _____

29. If the other parent is asked if you have ever had any issues with drugs and/or alcohol what do you think they would say? _____

30. Please include any additional information you believe we should know:

Have you ever served jail or prison time? Yes No If yes, list **all charges** and date(s) of incarceration and release _____

Have you ever been on parole, probation or received deferred adjudication Yes No
If yes, please explain: _____

List offense: _____
Terms of Probation / Parole: _____
Date completed: _____
Parole /Probation Officer Name, Address and Phone Number: _____

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Have you used or are you currently using illegal drugs? Yes No
If yes, please explain: _____

Do you have any outstanding or previous warrants for your arrest? Yes No

Charge(s): _____

In what County/ State_____

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Ethnicity:

- American Indian / Alaska Native
- Asian American / Pacific Islander
- Black/ African American
- Hispanic
- Multi-Ethnic
- White

Income:

- Less than \$10,000
- \$10,000 - 19,999
- \$20,000 - 29,999
- \$30,000 - 39,999
- \$40,000 - 49,999
- \$50,000 and above

Provide any information about hangouts, whereabouts (friend's, clubs, bars, gym, relative's home:

Do you have a photograph of the other parent? Yes No If yes, please enclose with the application.

Is the other parent currently married? Yes No With whom: _____

Is the other parent currently relationship? Yes No With whom: _____

Please list all individuals who live with the other parent and identify their relationship?

Have they ever been arrested? Yes No If yes, please explain. List **all charges** and date(s) arrested _____

Have they ever served jail or prison time? Yes No If yes, list **all charges** and date(s) of incarceration and release _____

Have they ever been on parole, probation or received deferred adjudication Yes No

If yes, please explain: _____

List offense: _____

Terms of Probation / Parole: _____

Date completed: _____

Parole /Probation Officer Name, Address and Phone Number: _____

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- \$20,000 - 29,999
- \$30,000 - 39,999
- \$40,000 - 49,999
- \$50,000 and above

I declare all the above information provided is true and correct. I am aware that should there be any falsification or failure to fully disclose information requested, my application may be rejected, or the Domestic Relations Office may close my case without further explanation. I understand that it is at the sole discretion of the Domestic Relations Office to accept or reject any application.

Applicant Signature

Date Signed