



**FRIEND OF THE COURT
VISITATION ENFORCEMENT APPLICATION**

1010 Lavaca Street, P.O. Box 1495
Austin, TX 78767
512-854-9821 fax 512-854-9819

CRITERIA FOR ACCEPTANCE OF AN ENFORCEMENT CASE 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 Non-Custodial Parent May Apply For Services As Long As the Following Criteria Are Met:

- 1) The order to be enforced 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) The order must be a **final** Travis County Court Order (this includes Divorce Decrees, Modification Orders, Paternity Decrees or Orders Establishing the Parent-Child Relationship, and Protective Orders)
- 3) No litigation may be pending;
- 4) At least one of the parties must live in Travis or contiguous counties

To apply for services with the Access and Visitation Program, please complete an application (currently available at the DRO offices and on the DRO website: http://www.co.travis.tx.us/dro/enforce_visit.asp). Return the application to DRO 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 within 5 working days.

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.

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

APPLICANT SIGNATURE

GENERAL INFORMATION

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. Without the required information, we will be unable to process your application.

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 use these social security numbers for the purpose of enforcing visitation for you.

A copy of the most recent court order must be attached to this application. If you do not have one, you may obtain one from the District Clerk, 3RD floor, Travis County Courthouse, 1000 Guadalupe, Austin, Texas 78701.

It is the policy of this office to attempt to resolve disputes involving possession by sending both parties through access facilitation and cooperative parenting classes. The person with primary possession may be sent a complaint letter. The letter advises the person with primary possession that a complaint has been received by the Domestic Relations Office that the possession schedule is not being followed as ordered; and unless the problem is solved, legal action may be taken. Every reasonable effort will be made to resolve the possession dispute without court action.

Both parties are required to participate in a Conflict Resolution Meeting and cooperative parenting classes if applicable. 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.

FRIEND OF THE COURT
ACCESS AND VISITATION
CASE HISTORY

Name: _____ CAUSE #: _____ DATE: _____

1. Why did you contact us?

2. Do you have an attorney or agency helping you with your visitation case?
YES NO If yes, list the name of the attorney or agency, address and phone number:

3. What is your visitation schedule?
1st 3rd and 5th weekend starting at 6pm on Friday-6pm Sunday
2nd and 4th weekend starting at 6:00 pm Friday through 6:00 pm Sunday
Other
I don't know

4. 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:

5. Has the custodial parent given you any reason or excuse why possession has been denied?
YES NO If yes, please explain:

6. How long ago was your last visit with your child(ren)
1 week
1 month
6 months
1 year
More than 1 year
Never had any visits

7. Have the police been called during exchanges?
YES NO If yes, please explain:

8. Has the other parent ever alleged he/she is afraid of you?
YES NO If yes, please explain:

9. Has there ever been a physical altercation between you and the other parent.
YES NO If yes, please explain:
10. 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:
11. Have you ever been arrested?
YES NO If yes, please explain:
12. Has Child Protective Services ever contacted you or the other parent?
YES NO If yes, please explain:
13. Have you ever been accused, charged or convicted of sexual assault, indecency, injury, or endangerment of a child?
YES NO If yes, please explain:
14. How long have you lived at your current address?
Less than 6 months
6 months – 1 year
More than 1 year
15. Are you currently in a relationship?
YES NO **If No, skip questions 16 and 18**
If yes, how does the other party get along with your current partner?
Ok
Does not like my current partner
Likes my partner
Does not want my partner to be around our child(ren)
Does not know my partner
16. How does your child(ren) get along with your current partner?
Ok
Does not like my current partner
Likes my partner
Does not want to be around my partner
Does not know my partner

17. Do you have other children?
YES NO If yes, how does your child get along with these children?

Ok

Does not like my child(ren)

Likes my child(ren)

Does not want my child(ren) to be in our home

Does not know my child(ren)

18. Has there ever been a physical altercation between you and your current partner?

YES NO If yes, please explain:

19. What is your child(ren)'s date of birth?

I don't know

20. Does(Do) your child(ren) have any special medical needs?

YES NO If yes, please explain:

21. How do you communicate with the other parent about your child(ren)?

We don't communicate

By phone, mail or e-mail

In person

Through our child(ren)

Through family members

22. If I was to ask the other parent if you ever had any issues with drugs and/or alcohol what would they tell me?

Has the other party been on probation, parole or received deferred adjudication? YES NO If yes, please provide:

Offense	Term of Probation/Parole	Parole/Probation Officer Name	Phone #
	Date completed:	Address	()

Has the other party used or is currently using illegal drugs?

YES NO If yes, please explain:

Does the other party have any outstanding warrants for their arrest?

YES NO If yes:

What County/State? _____ For what offense? _____

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

DEMOGRAPHIC INFORMATION

How did you find out about this office?

Self Court Child Support Office Domestic Violence Agency Child Protection Agency Other

What is your relationship to these children?

Father Mother Grandparent Legal Guardian Other

How many children are involved in this case? _____

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

- Not Married to the other Parent
- Married to the other Parent
- Separated from the other Parent
- Divorced from the other Parent

Are you currently married? YES NO

If yes, do you have children from this marriage? YES NO

If yes, how many children do you have from your current marriage (do not include step-children) _____

How many other children are you responsible for? (does not include stepchildren or children with your new partner) _____

ETHNICITY

- AMERICAN INDIAN /ALASKA NATIVE
- ASIAN AMERICAN / PACIFIC ISLANDERS
- BLACK/AFRICAN AMERICAN
- WHITE
- HISPANIC
- MULTI-ETHNIC

INCOME (IN THOUSANDS)

- LESS THAN \$10,000
- \$10,000 – 19,000
- \$20,000 – 29,000
- \$30,000 – 39,000
- \$40,000 AND ABOVE

INFORMATION ABOUT THE CHILDREN

List the children with whom you have visitation rights that you are attempting to enforce:

Name: _____	Name: _____
Address: _____	Address: _____
Date of Birth: _____ Sex: _____	Date of Birth: _____ Sex: _____
Name: _____	Name: _____
Address: _____	Address: _____
Date of Birth: _____ Sex: _____	Date of Birth: _____ Sex: _____
Name: _____	Name: _____
Address: _____	Address: _____
Date of Birth: _____ Sex: _____	Date of Birth: _____ Sex: _____

COURT-ORDERED POSSESSION INFORMATION

Name of final order in which current possession was established - DO NOT INCLUDE TEMPORARY ORDERS

Date order was signed: _____ Is the order a Travis County order? YES NO

Is the person with primary possession currently/or previously been placed on probation in Travis or another County for failure to allow possession?

YES NO If yes, please provide detailed information:

Has Child Protective Services (CPS) or any law enforcement authority contacted you with regard to the child(ren)?

YES NO If yes, please provide detailed information:

At any time when you have been denied possession have the police been involved? If so, list the date and case number if any, and describe the action taken by the police in that instance, if any:

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

For office use only		
Services provided by DRO:	Mediation Counseling / Access Facilitation Parenting Plan Education / Cooperative Parenting Classes	Guidelines/Ct order Monitored visit Supervised visit Neutral drop-off Pre-trial conference
Parenting time increased? Yes No	Intake Interview Date _____	Date referred for Court: _____