

IF YOU ARE ON PUBLIC ASSISTANCE OR IN A LOW
INCOME BRACKET, YOU MAY QUALIFY TO
HAVE YOUR FILING FEE WAIVED
FOC 70

REQUIREMENTS FOR REQUESTING AN ORDER
FOR SUSPENSION OF FILING FEES

- 1) Complete the affidavit portion of the **Affidavit and Order for Suspension of Filing Fees**.
- 2) Sign on the line indicated “**Affidavit Signature,**” in the presence of a notary public, having your signature notarized.
- 3) Make two copies of the above mentioned form which you have completed, signed and had notarized.
- 4) Attach a separate note to the original **Affidavit and Order for Suspension of Filing Fees** requesting that the Court Clerk telephone you when the Order has been signed and is ready to be picked up. Be sure to leave a phone number where you can be reached.
- 5) Complete the Petition, which you intend to file.
- 6) Take to the County Clerk’s Office the **Petition** and Original **Affidavit and Order for Suspension of Filing Fees** (with two copies).
- 7) File the completed and signed **Petition** (according to the instructions provided by the Friend of the Court’s Office) and give the Clerk’s Office the original and two copies of the **Affidavit and Order for Suspension of Filing Fees** (attach a note, providing a phone number where you can be reached). The Clerk’s Office will forward the Affidavit and Order with the two copies to the Court for the Judge’s signature.
- 8) Wait for the Court to contact you by phone to indicate that the Order has been signed by the Judge.
- 9) Pick up the two true copies of the Order the next day at the Saginaw County Clerk’s Office.
- 10) If the Court has determined that the request for suspension of filing fees is denied, this will be indicated in the Order. In that instance, you will be required to pay the \$20.00 filing fee and the \$40.00 order fee if the petition pertains to support, or the \$20.00 filing fee and the \$ 80.00 order fee if the petition pertains to custody, parenting time, or domicile.

STATE OF MICHIGAN 10th JUDICIAL CIRCUIT FAMILY DIVISION	AFFIDAVIT AND ORDER FOR SUSPENSION OF FILING FEES	CASE NO.
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Court address: 111 S. Michigan Ave, Saginaw, MI 48602

Plaintiff's Name & Address

V

Defendant's Name & Address

AFFIDAVIT

- A petition to modify _____ is to be filed with the court by _____ Applicant, who is Plaintiff Defendant. **Name**
- The applicant is entitled to and asks the court for suspensions of filing fees in the action for the following reason:
 - a. S/he is currently receiving public assistance: \$ _____ per _____ Case No: _____
 - b. S/he is unable to pay those filing fees because of indigency, based on the following facts:

INCOME: _____
Employer name and address

_____ per week month two weeks.
Length of Employment Average Gross Pay Average net pay

ASSETS: State Value of car, home, bank deposit, bonds, stocks, etc.

Obligations: Itemized monthly rent, installment payments, mortgage payments, child support, etc.

Affiant Signature

Subscribed and sworn before me on _____, Saginaw, County, Michigan.

My commission expires: _____ Signature: _____
Date Deputy Clerk/Register/Notary Public

ORDER

IT IS ORDERED:

- 1. Filing fees in this action required by law or court rule are waived/suspended until further order of the court. Before any final disposition or discontinuance is entered, the moving party shall bring the fee suspension to the attention of the judge for final disposition.
- 2. Whenever the reason for the waiver/suspension no longer exists, the applicant may be ordered to pay the filing fees.
- 3. The application is denied.

 Date

 Judge Bar No.