

**SAGINAW COUNTY  
FRIEND OF THE COURT**

FOR THE 10<sup>TH</sup> JUDICIAL CIRCUIT – FAMILY DIVISION



**CIRCUIT COURT/FAMILY  
COURT JUDGES**

ANDRE' R. BORRELLO  
BRITTANY A. DICKEN  
JULIE A. GAFKAY  
DARNELL JACKSON  
PATRICK J. McGRAW  
BARBARA L. METER  
MANVEL TRICE III

**CHIEF JUDGE**  
JULIE A. GAFKAY

**FRIEND OF THE COURT**

TARA J. HOFMEISTER  
111 S. Michigan Ave.  
Saginaw, MI 48602-2019

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**DENIAL OF PARENTING TIME AND/OR VIOLATION OF PARENTING  
TIME ORDER**

If you have been denied parenting time and/or the other party has violated the custody/parenting time order in effect, please complete the attached form to request enforcement activity by the Friend of the Court.

You must complete the form in its entirety and return it to the Friend of the Court Office within **56 days of the violation**.

If you have been denied parenting time, SPECIFICALLY allege the date(s) and time(s) you made a physical attempt(s) to pick up the child(ren). If the other party has violated a provision of the custody/parenting time order, you must state the provision which the other party has violated and explain in detail the specifics of the violation.

The Staff Attorney will review the request and decide the appropriate action based on your complaint. You may receive the following enforcement actions:

- A letter from the Staff Attorney denying the complaint or directing how the dispute will be resolved.
- A 21-day notice of make-up parenting time (FOC 16)
- A referral for mediation
- An appointment for a joint meeting to resolve the issue
- A show cause hearing in front of the Referee

If the matter cannot be resolved and must be scheduled for a show cause hearing, please be advised there may be costs associated with the hearing (up to \$250.00 for first time violations, \$500.00 for second and \$1000.00 for third). If either party makes a false statement or acts frivolously, he/she may be assessed a minimum fee of \$100.00 by the Court.

**NOTICE: No action can be taken as a result of this form if you do not have a current custody/parenting time order. If you do not have a custody/parenting time order, forms are located in the Friend of the Court lobby to establish or modify custody/parenting time.**

**REQUEST FOR ENFORCEMENT OF PARENTING TIME**

**Your complaint must be submitted within 56 days of the date the alleged violation occurred.**

Please note that the Friend of the Court can only enforce parenting time as specifically described in your court order. Agreements between the parties that are not in a court order cannot and will not be enforced by our office.

**Failure to complete all sections may result in a denial.**

Please complete the following:

Case #: \_\_\_\_\_

Date: \_\_\_\_\_

Your Name: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

COMPLAINT AGAINST: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone #: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Child(ren)'s Names and Ages:

\_\_\_\_\_

Now comes \_\_\_\_\_ and submits this Parenting Time Affidavit as follows:  
(print your name)

According to my court order dated \_\_\_\_\_, I was to have parenting time with my child(ren):

Beginning on: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Ending on: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Explain the events of denied parenting time (attach sheet of paper if needed) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please check your actions:

I DID attempt to pick the child(ren) up:  at the home;  at the court ordered exchange location, which is at: \_\_\_\_\_;  other: \_\_\_\_\_

I DID wait the 30 minutes as required by the Saginaw County Friend of the Court Parenting Time Guidelines.

I HAVE been denied parenting time before.

**WHAT ACTION ARE YOU REQUESTING FROM THE FRIEND OF THE COURT? (Choose only one.)**

Review my complaint and take enforcement action

Read my complaint and make it part of my file.

**\*\*\*PLEASE NOTE THAT COMPLAINTS RECEIVED MORE THAN 56 DAYS AFTER THE ALLEGED VIOLATION OCCURRED MAY NOT BE ENFORCED. \*\*\***

DATE SIGNED: \_\_\_\_\_

\_\_\_\_\_  
Your signature (complaining party)

\_\_\_\_\_  
Printed name (complaining party)