

DESCHUTES COUNTY CIRCUIT COURT  
COURT FACILITATOR  
1100 NW BOND ST  
BEND, OR 97701  
(541)388-5300 X2620

## CUSTODY

If you are filing a Custody for Unmarried Parents case, **the following steps are required** if you are **not** represented by an attorney.

1. Select the packet of forms appropriate for you. Forms are available at the Justice Building or by going online to website [www.ojd.state.or.us/des](http://www.ojd.state.or.us/des) and selecting FORMS and then the FAMILY LAW FORMS option. **You will need to confirm your packet is the most current revised edition.**
2. Call **541-388-5300 x 2620** to register for an orientation session and receive additional information regarding time and location. The session will take approximately three hours.
3. **Bring the following to the Orientation Session:**
  - a. Legal description of any property owned.
  - b. List of debts owed and how they will be divided.
  - c. List of personal property and how it will be divided.
  - d. **PARENTING PLAN.** Review Parenting Plan options including a Safety Focused Parenting Plan available at [www.ojd.state.or.us/des](http://www.ojd.state.or.us/des). If you feel parenting time would endanger the health and safety of the child, you will list supporting facts in your forms. **YOU MUST HAVE A PARENTING PLAN COMPLETED TO ATTEND THE ORIENTATION SESSION.**
  - e. **CHILD SUPPORT WORKSHEET.** If you do not have a current child support order, calculate child support by using the Child Support Guidelines Calculator found online at [www.dcs.state.or.us/calculator](http://www.dcs.state.or.us/calculator). Print out the worksheet and bring to the orientation session. If you do not have access to a computer and/or printer, there are public computers available at the Bend Public Library located at 601 NW Wall St, Bend, Oregon. **YOU MUST HAVE CHILD SUPPORT WORKSHEET COMPLETED TO ATTEND THE ORIENTATION SESSION.**

Ensure **all** forms are in the order listed on page 1 of the **Instructions** in your packet;

Print Deschutes for the county, your **full** name as Petitioner, and the other parent's **full** name as Respondent at the top of each form;

Print your name, address and phone number **wherever** noted throughout the forms;

**PLEASE NOTE, CHILDREN ARE NOT ALLOWED AT THE ORIENTATION SESSION**