

PACKET NO. 815 FOR COMPLAINT FOR DIVORCE WITH CHILDREN

Forms included in this packet:	
DR-816	Instructions
<u>DR-817</u>	Complaint for Divorce with Children
<u>DR-150</u>	Child Custody Jurisdiction Affidavit
<u>DR-305</u>	Child Support Guidelines Affidavit
<u>DR-314</u>	Information Sheet
<u>VS-401</u>	Certificate of Divorce, Dissolution of Marriage, or Annulment
<u>CIV-125S</u>	Case Description Form (Required if you do not use TrueFiling)
Form not included in this packet, but needs to be filed:	
CIV-100	Summons - find the summons for your court location at ak-courts.info/civ100 .
Where can I find more information?	
<p>You can also contact the Family Law Self-Help Center at (907) 264-0851 or (866) 279-0851 or visit the court's website: ak-courts.info/family.</p> <p>The statutes, court rules, and the forms referenced in this packet are available on the court's website at ak-courts.info/home.</p>	

Name: _____ Phone: _____

Mailing Address: _____

[You must give a mailing address for the court and other parties to mail you required documents. You can use any address, as long as you will get all mail sent to this address as soon as it is delivered.]

Email: _____ By providing an email address, I agree that the court and other parties can send me court documents at this email address.

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA

AT _____
[city or town where the court is located]Parent/Spouse A: _____
(Plaintiff) [your full name]Parent/Spouse B: _____ Case No. _____
(Defendant) [full name of other party] [leave blank, court will fill in]☐ There is an open Child in Need of Aid (CINA) case involving these children.

Court Location: _____ Case No. [if known]: _____

COMPLAINT FOR DIVORCE WITH CHILDREN

I, _____ [your name], state that the following facts are true and request the following relief:

1. I am a resident of ☐ the State of Alaska. ☐ _____.2. Date of marriage: _____ Place of marriage: _____
Date of separation: _____

3. There is an incompatibility of temperament between my spouse and me that makes it impossible to live together any longer as a married couple.

4. **Change or Restore Name.**☐ I want a **new name** that I did not have before this marriage.
[If you are asking for a name **other than a name you had before this marriage**, you must fill out *Request to Change to New Name in Divorce Case* (form DR-956). This form is available from the court clerk or online at ak-courts.info/dr956.]☐ I want to restore (return to) a **prior name**. I want to change from my current name:_____
First Name Middle Name Last Name
to my former name:_____
First Name Middle Name Last Name**NOTE:** If you are asking to restore your prior name, **and** you are:

- currently charged with a crime; **or**
- incarcerated (for example, in jail, in prison, or at a halfway house); **or**
- on supervised felony probation or on parole for a criminal conviction; **or**
- required to register as a sex offender or child kidnapper under AS 12.63.010;

You **must** file *Notice of Request to Restore Name in Dissolution or Divorce Case* (form DR-957), available from the court clerk or online at ak-courts.info/dr957.

5. **Minor Children (children under age 18)**

Were **any** children born or adopted during the marriage that are still minors? ☐ Yes ☐ No
Do you have any minor children **together**, that were born or adopted **before** the marriage? ☐ Yes ☐ No
Is a spouse pregnant? ☐ Yes ☐ No
If you marked "No" to **all** questions, **STOP**. Do not use this form. Use *Complaint for Divorce without Children*, [DR-822](#). If you marked "Yes" to any question, continue with this form.

- A. Spouse/Parent B and I have the following children under the age of 18 [include unborn children]:

Full Name of Each Child	Date of Birth [estimate if unknown]

☐ More minor children of this relationship are listed on an attachment.

- B. Have the children lived for at least the last 6 months in Alaska (or for infants less than six months old, lived in Alaska since birth)? ☐ Yes ☐ No

[If any child has not lived in Alaska for the last 6 months, the Alaska court probably does not have the authority, called "jurisdiction," to make decisions about them. You may want to contact a lawyer to learn about your options.]

☐ I attached the **required** *Child Custody Jurisdiction Affidavit*, form [DR-150](#), to this complaint form to show that the Alaska court has jurisdiction.

6. **Parenting Plan**

- A. Decision-Making. [How the parents will make important decisions about the children. For example: educational, medical, and religious decisions.]

Joint Decision-Making: both parents discuss the issues and decide together, because they can communicate about the children, even though they may not get along otherwise. Joint decision-making is the most common arrangement.

Sole Decision-Making: one parent makes decisions about the children, because the parents are not able to communicate about the children, or one parent is unfit due to severe mental illness, substance abuse, or domestic violence issues. Both parents usually have access to school and medical records, both parents have the authority to make a decision in an emergency when the child is with them, and neither parent can move out of the state with the children without permission from the court or the other parent.

Because it is in the best interests of the children, I request

☐ joint decision-making.

☐ sole decision-making to ☐ me. ☐ Spouse/Parent B.

- B. Living Arrangements. [The children's schedule. Which parent the children will physically be with and live with **on particular days and times.**]

Usual schedule during the week or year: [Be as specific as possible.]

Special schedule for summer or other vacation periods (spring break, winter break, etc.):

Special arrangements for holidays and birthdays:

Other:

You may also attach one of the following forms to show the parenting schedule:

☐ Weekly Scheduling Chart, SHC-1132 [Word](#) | [PDF](#)

☐ Custody & Visitation Plan, SHC-1120 [Word](#) | [PDF](#)

- C. Travel costs necessary for the children to see each parent should be divided as follows:

- D. Safety Concerns.

[Note: a history of domestic violence can significantly affect the parenting plan in your case. If one or both parents have a history of domestic violence, as defined by the law, the court may be limited in the kind of parenting plan it can order. If this applies to your situation, **you are strongly encouraged to discuss the situation with a lawyer.**]

☐ I am concerned about the children's safety around Parent B, because:

Therefore, I request that Parent B's parenting time be restricted as follows:

7. Child & Medical Support

Information about child support:

To calculate child support, figure out the percentage of time during the year the children will be with each parent based on the number of overnights.

1. Look at an annual calendar and count the days each parent will have overnights with the children.
2. To figure out what percentage of the year the children will have overnights with each parent, divide the total number of overnights with each parent by 365, then multiply that number by 100.
3. If there are 109 overnights or fewer for one parent, fill out form [DR-305](#) only. If **both parents** have 110 overnights or more, fill out both form [DR-305](#) and form [DR-306](#). If you have a less common schedule, see [ak-courts.info/css](#).

For links to many school calendars:

<http://www.courts.alaska.gov/shc/family/docs/calendars.pdf>.

For a one-page annual calendar without school dates: www.timeanddate.com/calendar/.

To learn more about child support: <http://courts.alaska.gov/shc/family/support.htm>.

- ☐ I completed and attached the **required** *Child Support Guidelines Affidavit*, form [DR-305](#).
- ☐ I am proposing a **shared parenting time schedule** (the children are with each parent at least 110 overnights per year), so I have **also** completed and attached *Shared Custody Child Support Calculation*, form [DR-306](#).
- ☐ I attached *Divided Custody Child Support Calculation*, form [DR-307](#), because I am proposing that type of parenting plan. [See the form for a description.]
- ☐ I attached *Hybrid Custody Child Support Calculation*, form [DR-308](#), because I am proposing that type of parenting plan. [See the form for a description.]
- A. Civil Rule 90.3 Calculation. [You can read the full rule at [ak-courts.info/civrules](#).]
- ☐ The Court should enter child support according to the formula in Civil Rule 90.3.
- ☐ The Court should vary from Civil Rule 90.3, because: [**Note:** variances are rare.]

B. Child Support should start on:

- ☐ the separation date: _____
- ☐ the date when the court signs the final divorce decree.
- ☐ other: _____

C. Income and Employment Information.

My Current or Most Recent Employer: _____

Address: _____

Dates of Employment: _____

Spouse/Parent B's Current or Most Recent Employer: _____

Address: _____

Dates of Employment: _____

I believe that Parent B:

- ☐ is making approximately \$_____ per ☐ hour ☐ year at their current job.
- ☐ has a work history of being able to make \$_____ per ☐ hour ☐ year as a _____ [type of job].

The court should use the amount above to calculate child support if Parent B does not respond to my complaint. I used this amount when I filled out form [DR-305](#).

- D. Child support can continue while the child is 18 years old, if the child is (1) not married, (2) actively pursuing a high school diploma or equivalent level of training, and (3) living as a dependent with a parent.
Do you want support to continue while the children are 18 years old? ☐ Yes ☐ No
- E. Has Child Support Enforcement Division (CSED), any other child support agency, or any state or tribal court ordered anyone to pay child support for the children? ☐ Yes ☐ No
If yes, who was ordered to pay? ☐ Me ☐ Parent B ☐ _____
[Attach copy of child support order if you have it. Read about registering orders from another state or tribe at <http://www.courts.alaska.gov/shc/family/shcforeign.htm>.]
- F. Has anyone applied for public benefits (ATAP, TANF, SNAP, etc.) to support these children? ☐ No ☐ Yes, name of person: _____
- G. Do you want CSED to enforce the child support order and keep records of the payments? ☐ No ☐ Yes [Fill out form [DR-315](#) and attach it, or apply online at www.childsupport.alaska.gov.]
- H. The court must order immediate income withholding from the person ordered to pay child support, unless there is an exception under Alaska Statute 25.27.062(m). If you want to ask for an exception, explain below:
- _____

8. Other Financial Issues Related to the Children

- A. Alaska Permanent Fund Dividend (PFD)
- ☐ The children are not eligible to receive a PFD currently and/or will not be eligible to receive one in the future.
- ☐ The children are eligible to receive a PFD or will be in the future.
I request that the court designate ☐ me ☐ Parent B ☐ _____
as the authorized person to apply for the children's PFDs.
- ☐ The children's PFDs must be placed in a savings account. Both parents will have access to the account records, and both parents must agree before spending any money from the accounts.
- ☐ The PFDs may be spent on the children's expenses, in their best interests.
- ☐ Other arrangement for spending or saving the children's PFDs: _____

- B. Alaska Native Corporation (ANC) Dividend
- ☐ The children are not eligible to receive an ANC dividend currently and/or will not be eligible to receive one in the future.
- ☐ The children are eligible to receive an ANC dividend or will be in the future.
- ☐ ANC dividends must be placed in a savings account. Both parents will have access to the account records, and both parents must agree before spending any money from the accounts.
- ☐ ANC dividends may be spent on the children's expenses, in their best interests.
- ☐ Other arrangement for spending or saving the children's ANC dividends: _____

C. Federal Taxes

- ☐ I request that the court designate ☐ me ☐ Parent B to claim all the children as dependents on federal income taxes
- ☐ every year.
- ☐ in alternating years, where I will have ☐ odd years. ☐ even years.
- ☐ I request that I claim the following children every year on my federal income taxes:
- _____
- and Parent B claim the following children every year on their federal income taxes:
- _____
- ☐ Other arrangement for claiming the children as dependents on federal income taxes:
- _____
- _____

9. **Pregnant Spouse.**

Is one of the spouses currently pregnant?

- ☐ No.
- ☐ Yes, and the other spouse is the unborn child's biological parent. [The court can include the unborn child in the parenting plan and child support order.]
- ☐ Yes, and the other spouse is **not** the unborn child's biological parent.
[Explain below. Include any requests you have about parental rights and responsibilities for each spouse after the child is born.]

10. **Disestablish Paternity**

A. Do you need to disestablish paternity on any children born during the marriage?

- ☐ No
- ☐ Yes [If yes, complete the chart below. Read more at ak-courts.info/paternity.]

Child's Name	Affidavit of Paternity? (Y or N)	DNA Test Done? (Y or N)	DNA Test Planned? (Y or N)	Name (if any) of Father Listed on Birth Certificate

- ☐ More children needing paternity disestablishment are listed on an attachment.

B. I attached the following documents to disestablish paternity:

- ☐ *Three-Way Affidavit to Disestablish and Establish Paternity*, form [DR-521](#)
- ☐ A completed DNA test
- ☐ *Motion and Affidavit for Genetic (DNA) Testing*, form [DR-530](#), because I need the court to order a DNA test to determine paternity

11. Property and Debt

- ☐ We have already divided all marital property and debt so there is none for this court to divide. We can each keep what we have in our possession or control. [Go to section 12.]
- ☐ There is marital property and debt for the court to divide in a fair and equitable manner.
- ☐ I have attached a *Property & Debt Worksheet*, SHC-1000 [Word](#) | [PDF](#).

I am aware of the following property bought, earned, or received during the marriage:

- ☐ Home. Value: \$_____ Mortgage Amount: \$_____
- ☐ Other Building [describe]: _____
Value: \$_____ Mortgage Amount: \$_____
- ☐ Land [describe]: _____
Value: \$_____ Mortgage Amount: \$_____
- ☐ Vehicle (car, truck, snow machine, boat, etc.): _____
Value: \$_____ Loan Amount: \$_____
- ☐ Vehicle (car, truck, snow machine, boat, etc.): _____
Value: \$_____ Loan Amount: \$_____
- ☐ Vehicle (car, truck, snow machine, boat, etc.): _____
Value: \$_____ Loan Amount: \$_____
- ☐ Vehicle (car, truck, snow machine, boat, etc.): _____
Value: \$_____ Loan Amount: \$_____
- ☐ Furniture ☐ Household Goods ☐ Guns ☐ Jewelry ☐ Tools ☐ Artwork
- ☐ Other Valuable Personal Property [list]: _____

- ☐ Bank Accounts [list bank name and last four of account number]: _____

- ☐ Stocks, Bonds, Crypto, Other Financial Instruments [describe]: _____

- ☐ Spouse/Parent A's Retirement Savings
☐ 401(k)/403(b) account ☐ IRA ☐ Pension (PERS, TRS, FERS, etc.)
☐ Military ☐ SBS ☐ Other: _____
- ☐ Spouse/Parent B's Retirement Savings
☐ 401(k)/403(b) account ☐ IRA ☐ Pension (PERS, TRS, FERS, etc.)
☐ Military ☐ SBS ☐ Other: _____
- ☐ Other: _____

I am aware of the following debt and other liabilities incurred during the marriage, not already listed above:

- ☐ Credit card debts [list card name and last four of account number]: _____

- ☐ Unpaid medical bill ☐ Unpaid utility bill ☐ Unpaid cell phone bill
- ☐ Student loans ☐ Liens on the home ☐ Other unpaid bill: _____
- ☐ Other: _____

12. **Other requests or information I want the court to know about:**

[For example: lawyer's fees, spousal support, etc. If you want the court to award you lawyer's fees or spousal support before the end of the case, you must file a separate motion in addition to writing it in this section. See ak-courts.info/motpac for forms.]

REQUEST FOR RELIEF

I REQUEST that the court:

1. End our marriage and issue a decree of divorce.
2. Enter a final order granting the parenting plan according, as requested in section 6 of this complaint.
3. Calculate child support and enter a child support order, as requested in section 7 of this complaint.
4. Enter a final order regarding financial matters related to the children, as requested in section 8 of this complaint.
5. Enter a final order and judgment regarding property and debt, as requested in section 11 of this complaint.
6. ☐ Change or restore my name, as requested in section 4 of this complaint.
7. ☐ Disestablish paternity for the children born during the marriage, as requested in section 10 of this complaint, and order the birth certificates to be amended.
8. ☐ Other: _____

I attached the following **REQUIRED** forms:

- ☐ *Child Custody Jurisdiction Affidavit*, form [DR-150](#)
- ☐ *Child Support Guidelines Affidavit*, form [DR-305](#)
- ☐ *Information Sheet*, form [DR-314](#)
- ☐ *Summons*, form CIV-100 [Select your location from the list at ak-courts.info/civ100.]
- ☐ *Certificate of Divorce, Dissolution of Marriage, or Annulment*, form [VS-401](#)
- ☐ *Case Description Form*, form [CIV-125S](#) [This is **not required** if you use TrueFiling.]

I attached the following **additional** documents:

- ☐ *Request for Exemption from Payment of Fees*, form [TF-920](#)
- ☐ *Shared Custody Child Support Calculation*, form [DR-306](#)
- ☐ *Application for CSED Services*, form [DR-315](#)
- ☐ *Property & Debt Worksheet*, SHC-1000 [Word](#) | [PDF](#)
- ☐ Proposed Parenting Plan
- ☐ Other: _____

Date

Signature

Use of TrueFiling

([Administrative Bulletin No. 92](#) - AB 92)

1. See if TrueFiling is available for your case type and court location at ak-courts.info/tfcourts.
2. If available, you **must** use TrueFiling unless you are exempt. You are exempt if one of these applies:
 - You are in a jail or correctional facility.
 - You have a disability under the Americans with Disabilities Act (ADA).
 - You do not have safe access to a computer, internet, or email.
 - You cannot access the help you need to use TrueFiling.
 - You have a language barrier or are Limited English Proficient.

You do not need to prove you are exempt. If you are exempt **and** you choose not to use TrueFiling, check and sign the text box below. If you sign below, you can only give documents to the court by mail or in person. You cannot email them.

☐ I certify that I am exempt from using TrueFiling for a reason listed in AB 92.

Signature: _____ Print or Type Name: _____

Information about Filing and Serving Your Documents & Next Steps

(You do not need to file this page with the court)

Open the case and serve the other party

1. **Using TrueFiling:** Create a TrueFiling account and log in. Upload this complaint and all attachments as one “bundle.” See instructions at ak-courts.info/tfhowto.

Not Using TrueFiling: Make two copies of the complaint and all attachments: one for your records and one for the other party. Bring the original to the court in person or mail it (court directory: ak-courts.info/dir).

2. There is a **fee** to file a case (see fee amounts at ak-courts.info/courtfees). In TrueFiling, pay the fee with a credit or debit card. In person, you can pay the court clerk with most forms of payment. By mail, include a check or money order. If you **cannot afford** the fee, ask the court to waive it. Call the Family Law Self-Help Center at (907) 264-0851 or (866) 279-0851, or attach form [TF-920](#) to request a waiver from the judge.

Nothing will happen in your case until you pay or the court approves your waiver.

3. After you open the case, the court clerk will send or give you a signed summons and usually a “Standing Order” that has important information about your case. If you got these papers electronically, print a copy for the other party.

4. You must give the other party a copy of
 - everything you filed with the court, and
 - the summons signed by the clerk, and
 - the standing order.

This is called “service.” When you start a case, you must serve these documents on the other party **one** of these ways:

- By certified mail with restricted delivery and return receipt, so that the other party must sign for the mail and the post office will send you a receipt.
- Hire a process server to serve them.

For details, read *How to Serve a Summons*, form [CIV-106](#).

Save the receipt or proof of service in case the other party does not file an answer.

Future service

After the case is open, service is different. If the other party has a lawyer, you must serve the lawyer instead of serving the other party directly.

If both of you use TrueFiling, you will complete service through TrueFiling. If not, service varies. See ak-courts.info/tfservice for instructions.

What to expect after you start your case and serve the other party

The other party has 20 days to respond to your complaint. Day 1 is the day after:

- The other party signed the certified mail with restricted delivery and return receipt. This date is on the green postcard or electronic receipt you got back from the post office.

OR

- The process server delivered your court documents to the other party. This date is on the process server’s proof of service.

The other party’s response to what you wrote in the complaint is called an “answer.” After the other party files their answer, the court will set a hearing and send you a notice with the date, time, and location of the hearing.

If the other party does not file and serve an answer, you can ask the judge to decide the case without hearing from them. This is called “default.” Read more at ak-courts.info/default.

For more help, call the Family Law Self-Help Center at (907) 264-0851 or (866) 279-0851. Or visit the self-help website at ak-courts.info/family.



If disclosure of the information on this form could harm the health, safety or liberty of you or your children, then you are not required to give a copy of this form to the other party. Instead, file this form at the court with form [DR-151](#) which is available online or from the court clerk. AS 25.30.380(e).

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA AT _____

Case Name:

☐ _____, Parent A (Plaintiff/Petitioner)
_____, Parent B (Defendant/Respondent)

☐ In the Matter of: _____

☐ _____ Case No. _____

CHILD CUSTODY JURISDICTION AFFIDAVIT

Name (include first, middle, and last): _____

Email: _____ Phone: _____

By providing an email address, I agree that the court and other parties can send court documents to me at this email address.

Mailing Address: _____

☐ This is an uncontested case and both parents are filling out this affidavit together.

[You **must both sign** this form at the end.]

☐ I agree with the *Child Custody Jurisdiction Affidavit* already filed by _____, so I am not completing the rest of this form. [You still **must sign** this form at the end.]

1. These children are the subject of the current custody proceedings:

CHILD 1				
First Name		Middle Name	Last Name	
Date of Birth		Place of Birth	Gender	
Current Address (since ____/____/____)		Who has custody?	Relationship	
Past Addresses (last 5 years)		City and State	Who did this child live with then? (name and current address)	Relationship
From	To			

CHILD 2				
First Name		Middle Name	Last Name	
Date of Birth		Place of Birth	Gender	
Current Address (since ____/____/____)		Who has custody?	Relationship	
Past Addresses (last 5 years)		City and State	Who did this child live with then? (name and current address)	Relationship
From	To			

CHILD 3				
First Name		Middle Name		Last Name
Date of Birth		Place of Birth		Gender
Current Address (since ____/____/____)		Who has custody?		Relationship
Past Addresses (last 5 years)		City and State	Who did this child live with then? (name and current address)	Relationship
From	To			

CHILD 4				
First Name		Middle Name		Last Name
Date of Birth		Place of Birth		Gender
Current Address (since ____/____/____)		Who has custody?		Relationship
Past Addresses (last 5 years)		City and State	Who did this child live with then? (name and current address)	Relationship
From	To			

CHILD 5				
First Name		Middle Name		Last Name
Date of Birth		Place of Birth		Gender
Current Address (since ____/____/____)		Who has custody?		Relationship
Past Addresses (last 5 years)		City and State	Who did this child live with then? (name and current address)	Relationship
From	To			

[Attach extra pages if there are more than 5 children. Write only on one side of the page.]

2. Have you participated as a party, witness, or in another capacity in another proceeding about the custody of any of the children listed above or about visitation with them?

☐ Yes ☐ No

If yes, describe the other custody proceeding:

Name of the court: _____

Case number: _____ Date: _____

Court's decision: _____

3. Do you know of a proceeding that could affect this proceeding (such as a proceeding about domestic violence, protective orders, child-in-need-of-aid, termination of parental rights, adoption, or enforcement of a court order)?

☐ Yes ☐ No

If yes, identify the court: _____

Case number: _____

Type of the proceeding: _____

4. Do you know of anybody who is not a party to this proceeding who has physical custody of any of the children listed above, or claims they have a right to physical custody, legal custody, or visitation? ☐ Yes ☐ No

If yes, list each person's name, address, and what the person claims:

I say on oath or affirm under penalty of perjury that my statements in this affidavit are true to the best of my knowledge and belief.

Type or Print Name

Signature (sign in front of a notary)

Subscribed and sworn to or affirmed before me at _____ on _____

Court clerk, notary public, or other person
authorized to administer oaths

My commission expires _____

Type or Print Name

Signature (sign in front of a notary)

Subscribed and sworn to or affirmed before me at _____ on _____

Court clerk, notary public, or other person
authorized to administer oaths

My commission expires _____

[NOTE: All parties have a continuing duty to tell the court of any other court proceeding in Alaska or any other state concerning the children listed above.]

****See instructions for the REQUIRED service on the next page.****

You must give a copy of this form (and everything attached to it) to every party in the case. This is called "service." If you are filling this out together with the other parent, you do **not** have to serve it on each other.

Use TrueFiling to serve the other party if:

- Both you and the other party are using TrueFiling.
- You are using TrueFiling and the other party gave their email address to the court.

Use the Certificate of Service below if:

- The other party is not using TrueFiling and did not give their email address to the court.
- TrueFiling is not available - check TrueFiling availability at <https://ak-courts.info/tfcourts>
- You are exempt from using TrueFiling.

Certificate of Service

I certify on _____ at _____ *[date/time]* I gave a copy of this document **and** any attachments by ☐ mail. ☐ hand-delivery. ☐ TrueFiling. ☐ email. *[You can only use email if the other party provided an email address to the court].*

I served these people: _____

Signature: _____

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA AT _____

_____)	
Parent A (Plaintiff or Co-Petitioner))	
_____)	
Parent B (Defendant or Co-Petitioner))	CASE NO. _____
_____)	

**CHILD SUPPORT
GUIDELINES AFFIDAVIT**

For more information about income and deductions, see Civil Rule 90.3. (ak-courts.info/civrules)

☐ I attached a copy of my most recent tax return, 3 pay stubs, and documents needed to show my deductions to verify this information.

[**Important:** delete social security numbers & account numbers from any documents you attach.]

☐ I did not attach supporting documents, because: _____

The amounts below are ☐ **MONTHLY.** ☐ **YEARLY.** [Make sure you are consistent with using monthly or yearly numbers. For example, if you check "monthly," remember to divide yearly amounts (like the PFD) by 12 before entering the information below.]

A. Income¹ [Do not list ATAP or SSI below.]	PARENT A	PARENT B
Gross wages or salary	_____	_____
Value of employer-provided housing, food, etc. ²	_____	_____
Unemployment compensation	_____	_____
Alaska PFD	_____	_____
_____	_____	_____
_____	_____	_____
TOTAL INCOME	_____	_____
B. Deductions Allowed under Civil Rule 90.3		
Federal, state, and local income tax	_____	_____
Social security tax or self-employment tax	_____	_____
Medicare tax	_____	_____
Employment security tax (SUI)	_____	_____
Mandatory union dues	_____	_____
Mandatory retirement or pension plan contributions	_____	_____
Voluntary retirement contributions ³	_____	_____
Spousal support (alimony) ordered and currently paid	_____	_____
Child support or in-kind support for prior children ⁴	_____	_____
Work-related child care for children in this case	_____	_____
Health insurance premiums for parent ⁵	_____	_____
Life insurance premiums for eligible beneficiaries ⁶	_____	_____
_____	_____	_____
TOTAL DEDUCTIONS	_____	_____

¹ Other common examples of income are self-employment and rental income, "gig" work, Alaska Native dividends, disability (VA, SSDI, worker's comp), investment earnings, and pensions. This is not a full list.

² Put employer or military provided COLA, and military BAH and BAS, on this line.

³ Only if plan earnings are tax-free or tax-deferred. When added to mandatory retirement contributions, this deduction cannot be more than 7.5% of total income.

⁴ "Prior children" are children from a different relationship born or adopted before the children in this case. For more information, see "Prior Child Deduction Chart" (<https://ak-courts.info/pcdchart>).

⁵ This deduction cannot be more than 10% of total income.

⁶ "Eligible beneficiaries" are the other parent in this case and all children that you and the other parent have together. If there are additional beneficiaries of the policy, divide the premium by total number of beneficiaries, then multiply that number by eligible beneficiaries. The maximum deduction is \$1200 per year (\$100 per month).

C. Adjusted Annual Income	PARENT A	PARENT B
1. If TOTAL INCOME from section A is monthly , multiply by 12 and write the amount here. If yearly , repeat the amount from section A here:	_____	_____
2. If TOTAL DEDUCTIONS from section B are monthly , multiply by 12 and write the amount here. If yearly , repeat the amount from section B here:	_____	_____
3. Subtract line 2 from line 1 to get NET INCOME:	_____	_____
4. If line 3 is more than \$138,000, write \$138,000 here. If not, repeat line 3 here:	_____	_____
5. If TOTAL INCOME from line 1 is \$30,000 or less , subtract \$7,500 from line 1 and write the amount here. If line 1 is more than \$30,000, then repeat line 4 here:	_____	_____
6. Compare the amounts on lines 4 and 5. Write the smaller amount of those two lines here:	_____	_____
D. Multiply Adjusted Annual Income from line C.6 by:		
.20 for one child,		
.27 for two children,	x _____	x _____
.33 for three children, and		
.03 more for each additional child		
TOTAL	_____	_____

ANNUAL CHILD SUPPORT

(Amount from TOTAL line in paragraph D **or** \$600, whichever is **larger**.)

E. Monthly Child Support Payment [Types of custody are defined in Civil Rule 90.3(f). Check **one** only.]

☐ 1. Primary Custody. The children will stay with one parent for 70% (256) or more of their overnights during the year. Take the Annual Child Support amount of the parent who does **not** have the children most of the year and divide by 12: \$_____ to be paid each month by ☐ Parent A. ☐ Parent B.

☐ 2. Shared Custody. [Attach form DR-306.] The children will stay with each parent at least 30% (110) of the overnights during the year. Child support payment (line 10 of DR-306): \$_____ to be paid by ☐ Parent A. ☐ Parent B.

☐ 3. Divided Custody. [Attach for DR-307.] Each parent will have primary custody of one or more of the children, and the parents will not share custody of any of the children. Child support payment (section 6 of DR-307): \$_____ to be paid by ☐ Parent A. ☐ Parent B.

☐ 4. Hybrid Custody. [Attach form DR-308.] The parents share custody of at least one child, and one or both parents have primary custody of a different child or children. Child support payment (section 8 of DR-308): \$_____ to be paid by ☐ Parent A. ☐ Parent B.

F. Health Care Coverage for the Children

1. Health Insurance

- a. Are the children eligible for services through any of the following?
☐ Parent A's employer or union ☐ Parent B's employer or union
☐ Indian Health Service ☐ TriCare (Military) ☐ Denali KidCare (Medicaid)
- b. Do the children have other health insurance or care available? ☐ Yes ☐ No
Describe: _____
- c. Health insurance for the children ☐ is being ☐ will be purchased by:
☐ Parent A at a monthly cost to Parent A of \$ _____*
☐ Parent B at a monthly cost to Parent B of \$ _____*
through the above person's ☐ employer ☐ union ☐ _____
whose name and address is: _____

The cost will be divided between the parents ☐ equally. ☐ unequally, because: _____

* List only the cost to insure the children involved in this case. If there is no extra cost to the parent to include children in the parent's own coverage, none of the cost can be included as part of child support. For more info, see "Children's Health Insurance Costs" (ak-courts.info/cshealthinsurance).

2. Health Care Expenses Not Covered by Insurance

Should uninsured health care expenses of the children (up to \$5,000 per calendar year) be shared equally by the parents? ☐ Yes ☐ No, because: _____

G. Monthly Child Support Payment (after adjusting for health insurance costs)

["Obligor" is the parent who owes support. "Obligee" is the parent who receives support.]

1. Monthly Child Support Payment from paragraph E above: \$ _____
2. If obligor is buying health insurance for the children, subtract 50% (or _____%) of the monthly insurance payment. - \$ _____
3. If obligee is buying health insurance for the child(ren), add 50% (or _____%) of the monthly insurance payment. + \$ _____
4. NET MONTHLY CHILD SUPPORT PAYMENT \$ _____

H. Seasonal Income. Is obligor's income seasonal? ☐ Yes ☐ No

[If yes, you can ask the court for unequal monthly payments under Civil Rule 90.3(c)(5).]

You MUST sign on the next page.

Signature Instructions

If you are filing this form together with the other parent, you must **both** sign below. If you are filing this alone, you only need to fill out the first signature section. Sign in front of a notary. A court clerk can provide this notary service for you for free. Bring a photo ID with you for the notarization. If you do not have access to a notary or court clerk, attach *Self-Certification (No Notary Available)*, form TF-835.

I swear or affirm that everything I wrote in this affidavit and any attachments is true to the best of my knowledge and belief.

_____ Date	_____ Signature	_____ Print or Type Name
Subscribed and sworn to or affirmed before me in _____ on _____		
(SEAL)	_____ Court clerk, notary public, or other person authorized to administer oaths. My commission expires: _____	

I swear or affirm that everything I wrote in this affidavit and any attachments is true to the best of my knowledge and belief.

_____ Date	_____ Signature	_____ Print or Type Name
Subscribed and sworn to or affirmed before me in _____ on _____		
(SEAL)	_____ Court clerk, notary public, or other person authorized to administer oaths. My commission expires: _____	

Service Instructions

You must give a copy of this form (and everything attached to it) to every party in the case. This is called "service." If you are filing this form together with the other parent, you do not need to serve each other.

Use TrueFiling to serve the other party if:

- Both you and the other party are using TrueFiling.
- You are using TrueFiling and the other party gave their email address to the court.

Use the Certificate of Service below if:

- The other party is not using TrueFiling and did not give their email address to the court.
- TrueFiling is not available - check TrueFiling availability at <https://ak-courts.info/tfcourts>
- You are exempt from using TrueFiling.

Certificate of Service

I certify on _____ at _____ [date/time] I gave a copy of this document **and** any attachments to the other parent by:

☐ mail ☐ hand-delivery ☐ TrueFiling. ☐ email. [You can only use email if the other parent provided an email address to the court.]

Signature: _____

Clerk: This form is CONFIDENTIAL and must be kept in a confidential envelope or file.

Information Sheet

Case Number: _____ Court Location: _____

- ☐ I am not filling out the following three paragraphs because an Information Sheet providing all this information has already been filed in this case and I agree the information is correct.

1. Full Name of Party A/Parent A: _____

Date of Birth: _____ Social Security No.* _____

2. Full Name of Party B/Parent B: _____

Date of Birth: _____ Social Security No.* _____

3. Children Involved in This Case:

<u>Full Name of Child</u>	<u>Date of Birth</u>	<u>Social Security Number*</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I certify that the above information is correct.

[If you are filing an uncontested case together with the other party, **both** must sign below.]

_____	_____	_____
Date	Signature of Party 1	Print or Type Name of Party 1

_____	_____	_____
Date	Signature of Party 2	Print or Type Name of Party 2

* Disclosure of social security numbers is mandatory under AS 25.24.210(f), AS 18.50.280(a) and 42 USC 666(a)(13). The numbers may be used to insure compliance with the child support order.

CERTIFICATE OF DIVORCE,
DISSOLUTION OF MARRIAGE, OR ANNULMENT

ALASKA DEPARTMENT OF HEALTH
BUREAU OF VITAL STATISTICS
P.O. BOX 110675 JUNEAU, AK 99811

BUREAU FILE NO.

150-

DATE FILED WITH BUREAU:

All information on this form is required. Do not leave any sections blank.
Parties must complete fields 9-32. Court staff will complete fields 1-8.

Caution: If any information for either party is unknown, please enter "Unknown" for text fields, or all 9's for date or number fields (e.g. "99/99/9999", "999-99-9999"). This record will be rejected if any information is left blank.

Court Information. To be filled out by the court after the decree is signed.

1. COURT CASE NO:	6. SIGNATURE OF COURT OFFICIAL:
2. DATE DECREE GRANTED (mm/dd/yyyy):	
3. TYPE OF DECREE: <input type="checkbox"/> Divorce <input type="checkbox"/> Dissolution <input type="checkbox"/> Annulment	7. NAME AND TITLE OF COURT OFFICIAL:
4. JUDICIAL DISTRICT: <input type="checkbox"/> 1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th	
5. LOCATION OF COURT (City):	8. DATE SIGNED (mm/dd/yyyy):

Parties' Information. The following information must be provided by the parties.

PARTY A	Check One:	Wife	Husband	Spouse	PARTY B	Check One:	Wife	Husband	Spouse
9. FIRST, MIDDLE, LAST NAME					17. FIRST, MIDDLE, LAST NAME				
10. LAST NAME ON BIRTH CERTIFICATE					18. LAST NAME ON BIRTH CERTIFICATE				
11. Does the decree change or restore Party A's name? No Yes, to					19. Does the decree change or restore Party B's name? No Yes, to				
12. SOCIAL SECURITY NO. *					20. SOCIAL SECURITY NO. *				
13. DATE OF BIRTH (mm/dd/yyyy)					21. DATE OF BIRTH (mm/dd/yyyy)				
14. PLACE OF BIRTH: State (or country if not USA)					22. PLACE OF BIRTH: State (or country if not USA)				
15. RESIDENCE: City, State (or country if not USA)					23. RESIDENCE: City, State (or country if not USA)				
16. MAILING ADDRESS (Street & Number or PO Box, City, State, Zip Code)					24. MAILING ADDRESS (Street & Number or PO Box, City, State, Zip Code)				

Marriage Information

25. PLACE OF THIS MARRIAGE City (or location if outside city) & State (or Country if not USA)	26. DATE OF MARRIAGE (mm/dd/yyyy)
---	-----------------------------------

THE INFORMATION BELOW WILL NOT APPEAR ON CERTIFIED COPIES OF THE RECORD.

PARTY A: Marriage History Information	PARTY B: Marriage History Information
27. NUMBER OF PRIOR MARRIAGES (before this one): 28. IF PREVIOUSLY MARRIED, LAST MARRIAGE ENDED on: (mm/dd/yyyy) by: Annulment Death Dissolution Divorce	29. NUMBER OF PRIOR MARRIAGES (before this one): 30. IF PREVIOUSLY MARRIED, LAST MARRIAGE ENDED on: (mm/dd/yyyy) by: Annulment Death Dissolution Divorce
31. NAME OF PERSON COMPLETING THIS FORM	32. MAILING ADDRESS OF PERSON COMPLETING FORM (Street & Number or PO Box, City, State, Zip Code)

* Disclosure of your social security number is mandatory under 42 U.S. C. §666 (a) (13) and may be used for child support purposes.

CASE DESCRIPTION FORM – SUPERIOR COURT

Case Number: _____

This form is **not** required for cases filed electronically through the court's TrueFiling program. For District Court cases, use form [CIV-125D](#). For more information on whether to file in Superior Court or District Court, see form [CIV-126](#), *Information Sheet - Superior vs. District Court*.

Type of Action		For Court Use Only	
<i>Check the box that best describes the case. Mark ONE box only.</i>		Case Type	Action Code
Domestic Relations (family law – divorce, legal separation, court-ordered parenting plans, paternity, etc.)			
Spouses with Minor Children (or pregnant) Agree on All Issues to End Marriage	Div or Cust w/Children	CISUDVC	
Spouses with Minor Children (or pregnant) do not Agree (or are unsure) on All Issues to End Marriage	Div or Cust w/Children	CISDVC	
Spouses without Minor Children (and not pregnant) Agree on All Issues to End Marriage	Divorce without Children	CISUDIV	
Spouses without Minor Children (and not pregnant) do not Agree (or are unsure) on All Issues to End Marriage	Divorce without Children	CISDIV	
Unmarried Parents Agree on Parenting Plan	Div or Cust w/Children	CISUCUS	
Unmarried Parents do not Agree (or are unsure) on Parenting Plan	Div or Cust w/Children	CISCUS	
Child Custody or Visitation by Person Other than Parent	Domestic Relations Other	CIVIS	
Property Division – Unmarried Partners	Domestic Relations Other	CISPROP	
Stay Legally Married (have minor children or pregnant) - Agree on Property/Debt Division and Parenting Plan	Legal Separation	CIUCLS	
Stay Legally Married (have minor children or pregnant) - do not Agree (or are unsure) on Property/Debt Division or Parenting Plan	Legal Separation	CICLS	
Stay Legally Married (no minor children and not pregnant) - Agree on Property/Debt Division	Legal Separation	CIUSLS	
Stay Legally Married (no minor children and not pregnant) – do not Agree (or are unsure) on Property/Debt Division	Legal Separation	CISLS	
Annul (void) a Marriage	Domestic Relations Other	CIANNUL	
Paternity – Determine Person is Biological Father	Domestic Relations Other	CISPAT	
Paternity – Determine Person is not Biological Father	Domestic Relations Other	CIDPAT	
Paternity – Determine Both Biological and Non-Biological Father	Domestic Relations Other	CIDEPAT	
Genetic Testing - Failure to Comply with Order for Testing	Domestic Relations Other	CIOSCP	
Administrative Child Support Order – Modify or Enforce	Domestic Relations Other	CIPCS	
Alaska PFD or Native Dividend – Request Order	Domestic Relations Other	CIPND	
Foreign Orders (may include orders from tribal courts, other U.S. state or federal courts, and other countries)			
Register Support Order (may include motion to modify support)	Domestic Relations Other	CIUIFSA	
Register Custody Order (may include agreement to modify custody)	Domestic Relations Other	DR483REG	
Register Custody Order with Motion to Modify Custody	Domestic Relations Other	DR483	
Register Tribal Court Custody Order	Domestic Relations Other	DR483REGT	
Register Custody & Support Order (may include agreement to modify custody and/or support)	Domestic Relations Other	CIFCSREG	
Register Custody & Support Order with Motion to Modify Support Only [If modifying custody, use next option.]	Domestic Relations Other	CIFCSMS	
Register Custody & Support Order with Motion to Modify Custody (may also ask to modify support)	Domestic Relations Other	CIFCSMC	
Register Domestic Relations Order (not custody or support)	Domestic Relations Other	CIDRFJ	
Register Tribal Court Domestic Relations Order (not custody or support)	Domestic Relations Other	CIDRFJT	
Petition for Expedited Enforcement of Non -Registered Custody Order	Domestic Relations Other	DR488	
Register Money Judgment from another State or Country	Foreign Judgment Sup Court	CISFOJ	
Register Non-Money Judgment from another U.S. Court	Superior Court Misc Petition	CISFNMJ	
Register Tribal Court Change of Name Order - Adult	One Party Misc Civil	CICONT	
Register Tribal Court Change of Name Order - Minor	One Party Misc Civil	CICONMT	

Type of Action	For Court Use Only	
<i>Check the box that best describes the case. Mark ONE box only.</i>	Case Type	Action Code
Debt/Contract		
Debt Collection	Civil Superior Court	CISDEB
Claim by Buyer against Seller of Goods/Services	Civil Superior Court	CISCLAIM
Employment – Discrimination	Civil Superior Court	CISEMPD
Employment – Other than Discrimination	Civil Superior Court	CISEMP
Other Contract	Civil Superior Court	CISOCT
Real Property (land or buildings)		
Condemnation	Civil Superior Court	CISCNDM
Foreclosure	Civil Superior Court	CISFOR
Quiet Title (establish ownership)	Civil Superior Court	CISQIT
Real Property Tax Foreclosure	Superior Court Misc Petition	CISTAX
Other Real Estate Matter	Civil Superior Court	CISREM
Landlord/Tenant		
Eviction (may include rent and damages)	Eviction-Superior Court	CISFED
Other Landlord/Tenant (no eviction)	Civil Superior Court	CISLT
Malpractice (misconduct while engaged in professional services)		
Legal Malpractice	Civil Superior Court	CISLMP
Medical Malpractice	Civil Superior Court	CISMMP
Other Malpractice	Civil Superior Court	CISOMP
Tort (unlawful act that causes harm, other than breach of contract)		
Wrongful Death	Civil Superior Court	CISPID
Automobile Tort (but not wrongful death)	Civil Superior Court	CISIDA
Claim against Owner of Real Property for Personal Injury	Civil Superior Court	CISPIO
Product Liability (defective item from manufacturer or seller)	Civil Superior Court	CISPL
Intentional Tort (for example: assault, battery, vandalism)	Civil Superior Court	CISIT
Slander/Libel/Defamation	Civil Superior Court	CISSLD
Other Tort	Civil Superior Court	CISIDO
Approval of Minor Settlement – Civil Petition <i>[May also file in probate.]</i>	Superior Court Misc Petition	CISPET
Other Civil		
Election Contest or Recount Appeal	Civil Superior Court	CISELE
Change of Name - Adult	Change of Name	CICON
Change of Name - Minor	Change of Name	CICONM
Confession of Judgment (all sides agree to entry of court order - not domestic relations)	Civil Superior Court	CISCONF
Structured Settlement – AS 09.60.200	Superior Court Misc Petition	CISSS
Administrative Agency Proceeding – Request for Court Assistance	Superior Court Misc Petition	CISWRNT
Arbitration - Action under Uniform Arbitration Act	Civil Superior Court	CISAP
Fraud	Civil Superior Court	CISFRAUD
Unfair Trade Practice and Consumer Protection	Civil Superior Court Clerk: Issue form CIV-128	CISUTP
Writ of Habeas Corpus (request for review of legality of detention)	Civil Superior Court	CIWHC
Fish & Game - Abatement & Forfeiture of Equipment	Superior Court Misc Petition	CISAF
Appointment of Trustee Counsel	Superior Court Misc Petition	CISTC
Action under Alaska Securities Act	Civil Superior Court	CISASA
Quarantine and Isolation	Superior Court Misc Petition	CISQI
Other Superior Court Complaint	Civil Superior Court	CISOCI
Other Superior Court Petition – More than One Party	Superior Court Misc Petition	CISPET
Other Superior Court Petition – One Party	One Party Misc Civil	CISOPMC

Type of Action		For Court Use Only	
<i>Check the box that best describes the case. Mark ONE box only.</i>		Case Type	Action Code
Post-Conviction Relief to Superior Court			
<input type="checkbox"/>	Post-Conviction Relief (after felony or misdemeanor conviction and sentencing in superior court)	Post-Conviction Relief-Sup Ct	CISPCR
Appeal to Superior Court - From Administrative Agency			
<input type="checkbox"/>	Election Contest or Recount Appeal <i>[See Other Civil category.]</i>		
<input type="checkbox"/>	Department of Motor Vehicles (DMV) Appeal	Appeal from Admin Agency	CIADDMV
<input type="checkbox"/>	Employment Security and Unemployment Benefits Appeal	Appeal from Admin Agency	CIADRESA
<input type="checkbox"/>	Administrative Agency Appeal - Other	Appeal from Admin Agency	CIADR
<input type="checkbox"/>	Request for Relief from Child Support Enforcement Division (CSED) License Action	Petition for Review or Relief	CICSED
<input type="checkbox"/>	Request for Review of Non-Final Administrative Agency Decision	Petition for Review or Relief	CIPRA
<input type="checkbox"/>	Request for Relief from Administrative Agency Delay - AS 44.62.305	Petition for Review or Relief	CIPRLF
Appeal to Superior Court - From District Court			
<input type="checkbox"/>	Civil Appeal	Appeal from District Court	CIACI2
<input type="checkbox"/>	Criminal Appeal	Appeal from District Court	CIACRM
<input type="checkbox"/>	Minor Offense Appeal	Appeal from District Court	CIAMO
<input type="checkbox"/>	Small Claims Appeal	Appeal from District Court	CIASC
<input type="checkbox"/>	Request for Review of Civil, Criminal, or Minor Offense Case Decision	Petition for Review or Relief	CIPRD2
<input type="checkbox"/>	Petition for Review of a Small Claims Decision	Petition for Review or Relief	CIPRSC