

PACKET FOR COMPLAINT FOR LEGAL SEPARATION WITH CHILDREN

Forms included in this packet:	
<u>DR-856</u>	Instructions
<u>DR-857</u>	Complaint for Legal Separation 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>DR-306</u>	Shared Custody Child Support Calculation
<u>DR-315</u>	Application for Child Support Enforcement Division (CSED) Services
<u>CIV-125S</u>	Case Description Form
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 . Also available in paper copy from the court clerk for those with limited or no internet access.
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>	

INSTRUCTIONS FOR COMPLAINT FOR LEGAL SEPARATION WITH CHILDREN

1. What forms do I need to fill out? (Use this as your checklist.)

- Complaint for Legal Separation with Children*, form [DR-857](#)
- 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.](#)]
- If you do **not** use TrueFiling: *Case Description Form*, form [CIV-125S](#)

If you have one of the following parenting plan arrangements:

- Shared custody: *Shared Custody Child Support Calculation*, form [DR-306](#)
- Divided custody: *Divided Custody Child Support Calculation*, form [DR-307](#)
- Hybrid custody: *Hybrid Custody Child Support Calculation*, form [DR-308](#)
- If you cannot afford the filing fee and want to ask that it be waived: *Request for Exemption from Payment of Fees*, form [TF-920](#)
- If you want to have Child Support Enforcement Division (CSED) help you collect and keep track of child support: *Application for CSED Services*, form [DR-315](#). You can also apply online for CSED services at [www.childsupport.alaska.gov](#).

All forms listed above are available on the court's website at [ak-courts.info/forms](#). They are also available in paper copy from the court clerk upon request.

2. How do I fill out the complaint?

The complaint asks for information about you, your spouse, any marital property or debt, and your children. List the children's names and birthdays and describe what parenting plan you want. List all property and debt of the marriage that you want the court to divide.

3. How do I fill out *Child Support Guidelines Affidavit* and *Child Custody Jurisdiction Affidavit*?

- Answer each question completely. Fill in as much information as you know for the other parent. For more detailed information, see the online tutorial at [ak-courts.info/dr305howto](#), or read *How to Calculate Child Support under Civil Rule 90.3* (form [DR-310](#)). A paper copy of the DR-310 booklet is available from the court clerk for customers with limited or no internet access.
- *Child Support Guidelines Affidavit* requires that you include your most recent tax return, three pay stubs, and documents that show information about any deductions you want to claim.
- You must sign these forms in front of a notary public. A court clerk can provide this notary service for you for free if you bring the documents to court. Bring a photo ID with you for the notarization. If you do not have access to a notary or court clerk, you can fill out and attach *Self-Certification (No Notary Available)*, form [TF-835](#).

4. **How do I fill out the *Summons*?**

Find the CIV-100 Summons for your court location from the list at ak-courts.info/civ100.

Fill in the blank spaces in the top half of the form, except the case number. When you file your papers, the clerk completes the lower half, gives your case a case number, and assigns a judge.

If you use TrueFiling, the clerk will email you the completed summons. If you file in person, the clerk may give you the summons right away, or the clerk may mail it. If you file your case by mail, you will receive the summons back by mail.

5. **How do I know if I need to fill out any extra child support forms (DR-306, DR-307, or DR-308)?**

Count up the number of overnights the children spend with each parent over the course of one year. That number determines the formula you use to calculate child support. These forms will help you complete the formula according to Civil Rule 90.3. For more information, see ak-courts.info/css, or read *How to Calculate Child Support under Civil Rule 90.3* (form [DR-310](http://ak-courts.info/dr310)). A paper copy of the DR-310 booklet is available from the court clerk for customers with limited or no internet access.

6. **What is my case type?**

When you start a case, you need to tell the court the case type.

When you start your case in TrueFiling, use the "Initiate Case" button for Domestic Relations cases. Enter:

- the location of the court you are filing in.
- for Case Type: Legal Separation
- for Case Sub-Type: Stay Legally Married (have minor children or pregnant) - do NOT Agree (or are unsure) on Property/Debt Division or Parenting Plan

If you do not use TrueFiling,

- fill out and file *Case Description Form*, form [CIV-125S](http://ak-courts.info/civ125s)
- check the box: Stay Legally Married (have minor children or pregnant) - do **not** Agree (or are unsure) on Property/Debt Division or Parenting Plan

7. **What do I do with the completed forms?**

File all of your completed forms with the court. You must use the court's electronic filing platform, TrueFiling, unless you are exempt. For detailed instructions on using TrueFiling, see ak-courts.info/tfhowto. You must either pay the filing fee in TrueFiling or ask the court to waive the fee by filing *Request for Exemption from Payment of Fees*, form [TF-920](http://ak-courts.info/TF-920).

You are exempt from using TrueFiling 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 at the end of your complaint form. Make two copies of all your forms and attachments (one for your records and one to give to your spouse). File the **originals** of your completed forms in person at the courthouse or by mail. See ak-courts.info/dir for a list of addresses.

8. What happens after I open the case?

You must give a copy of everything you filed with the court to your spouse. This is called "service." When you first open a case, you must also serve your spouse with the *Summons* that was signed by the clerk and the *Standing Order in Domestic Relations Cases*. The court clerk will send or give you the *Standing Order* after you file your complaint. At the beginning of the case, you must use certified mail delivery or a process server to serve your spouse.

For more information on service at the beginning of the case, see:

- Civil Rule 4, available to read at ak-courts.info/civrules. A copy of the rule book is also available at any courthouse and most public libraries.
- *How to Serve a Summons in a Civil Lawsuit*, form [CIV-106](#). This booklet is also available in paper copy from the court clerk.
- Family Law Self-Help Center website at <https://courts.alaska.gov/shc/family/serve.htm#8>

Once the other spouse files a response to your complaint (called an "answer"), the court will set a hearing and notify you of the date, time, and location. Usually, the purpose of the hearing is to discuss the trial date and trial deadlines, determine if the parties want a formal or informal trial, and learn if the parties want to try mediation.

9. Are there other resources?

- The Family Law Self-Help Center has legal information for people without lawyers. Call (907) 264-0851 or (866) 279-0851. Staff can also answer questions about using the court's TrueFiling electronic filing system.
- Visit the court's family law self-help page: ak-courts.info/selfhelp
- Learn about getting help from a lawyer: ak-courts.info/findlawyer
- Learn about the court's TrueFiling system: ak-courts.info/tfhowto
- The Zoom Family Law Education Class explains the court process for people who do not have lawyers: ak-courts.info/flecinfo
- The Zoom Hearing and Trial Preparation class helps people without lawyers prepare for a hearing or trial: ak-courts.info/HTP
- The court offers parents free mediation to help you draft a parenting plan agreement. To request this, use *Request for Court-Sponsored Parenting Plan Dispute Resolution*, form [MED-405](#).
- If you are having difficulty co-parenting, you can participate in the court's co-parenting coaching program. Learn about the program at ak-courts.info/cpp. Both parents can ask to attend by filing *Joint Request for Court's Co-Parenting Program*, form [MED-460](#). One parent can ask to attend by filing *Request for Court's Co-Parenting Program*, form [MED-461](#).

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 _____
[location of court]

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 children of the marriage.

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

COMPLAINT FOR LEGAL SEPARATION 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. Have you previously been granted a legal separation for this marriage by any court?

No

Yes. [**STOP.** Under Alaska law, you cannot be granted a legal separation more than once. You will need to file for divorce, dissolution, or some other relief.]

4. There is an incompatibility of temperament between my spouse and me that makes it impossible to live together, but I want to stay legally married to preserve or protect significant legal, financial, social, or religious interests. I understand that:

- A legal separation is **not** a required step before getting a divorce or dissolution.
- I will stay legally married to my spouse.
- The court will divide the marital property and debt my spouse and I received during the marriage (from the date of marriage until the date of separation).
- My spouse and I will have a court-ordered parenting plan that covers decision-making about the children, the children’s living arrangements and schedules, and child-related financial matters, such as what to do with the children’s PFDs and federal tax deductions.
- The court will order a child support order based on the parenting plan and the income of both spouses.

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 Legal Separation without Children*, [DR-862](#). 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 special schedule arrangements:

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

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

Parenting Plan, form [DR-475](#)

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 date we stopped living together: _____
- the date when the court signs the final legal separation 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
- A certified birth certificate or previous court order showing the correct legal and biological father
- 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. Issue a decree of legal separation.
2. Enter a final order granting the parenting plan, as requested in section 6.
3. Calculate child support and enter a child support order, as requested in section 7.
4. Enter a final order regarding financial matters related to the children, as requested in section 8.
5. Enter a final order and judgment regarding property and debt, as requested in section 11.
6. Disestablish paternity for the children born during the marriage, as requested in section 10, and order the birth certificates to be amended.
7. 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.]
- 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

See notice about use of TrueFiling on next page.

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.]

Table with 3 columns: Description, PARENT A, PARENT B. Rows include Income (Gross wages, housing, unemployment, Alaska PFD), Deductions (Federal/state/local tax, social security, Medicare, etc.), and Total Income/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.

SHARED CUSTODY CHILD SUPPORT CALCULATION

Case Number: _____

Parent A (Plaintiff/Co-Petitioner): _____

Parent B (Defendant/Co-Petitioner): _____

Instructions: Attach this form to [DR-305](#), *Child Support Guidelines Affidavit* or to [DR-105](#), *Petition for Dissolution of Marriage*, to explain the child support calculation if the parents will have "shared physical custody" per Civil Rule 90.3(f). "Shared physical custody" means that all of the children will stay with each parent at least 30% (110) of the overnights during the year.

	PARENT A	PARENT B
1. Adjusted annual income (from line C.6 on form DR-305 or from page 4, line C.6 on form DR-105):	\$ _____	\$ _____
2. Multiply line 1 by:		
.20 for one child		
.27 for two children		
.33 for three children and	x _____	x _____
add .03 for each additional child		
Annual Child Support (if less than \$600, write "\$600" here):	\$ _____	\$ _____
3. Percentage of time each parent will have physical custody:	_____ %	_____ %
4. Percentage of time the other parent will have physical custody:	_____ %	_____ %
5. Multiply line 2 and line 4:	\$ _____	\$ _____
6. Compare amounts in line 5. The higher amount is the parent who will pay support. Subtract the smaller amount from the larger and write the difference in the column of the parent who will pay support (the other parent's line will be blank):	\$ _____	\$ _____
7. Multiply line 6 by 1.5 (one line will be blank):	\$ _____	\$ _____
8. Annual Child Support. For the parent who will pay support, fill in the smaller of line 2 or line 7:	\$ _____	\$ _____
9. Number of payments per year: _____ [This number is almost always 12, once for every month. See Civil Rule 90.3(b)(1)(D) (https://ak-courts.info/civrules) for exceptions.] Months when child support will not be paid: _____		
10. Divide line 8 by line 9 to get Monthly Child Support Payment: \$ _____ to be paid by <input type="checkbox"/> Parent A. <input type="checkbox"/> Parent B. Write this amount on either:		
• form DR-305 , page 2, line E.2. or		
• form DR-105 , page 11, line A.3.b		

Parent A's Signature

Parent B's Signature

Type or Print Parent A's Name

Type or Print Parent B's Name

Notice to Court Clerk
If this application is filed with the court, send the application along with a copy of the child support order to CSED.

APPLICATION FOR CHILD SUPPORT ENFORCEMENT DIVISION (CSED) SERVICES

Court Case No. _____

I am voluntarily applying for the services of the Child Support Enforcement Division (CSED). I understand that CSED will take all actions necessary to enforce the child support order for the children named below. I agree that CSED can enforce the medical support order. I understand that I must provide all the information that CSED needs to enforce the support order.

My Full Name: _____ Birthdate: _____

Previous Names Used: _____

My Contact Information:

Mailing Address (include city/state/ZIP): _____

Phone: _____ cell work other Phone: _____ cell work other

Email: _____

Employer Information: _____

Other Parent's Name: _____ Birthdate: _____

Previous Names Used: _____

Other Parent's Contact Information:

Mailing Address (include city/state/ZIP): _____

Phone: _____ cell work other Phone: _____ cell work other

Email: _____

Employer Information: _____

.....
I am the children's Parent. Legal Guardian. Non-Parent Custodian.

<u>Child's Name</u>	<u>Birthdate</u>	<u>Child's Name</u>	<u>Birthdate</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

A child support order is currently in effect:
Date of order: _____ Court case number: _____
Court location (city and state): _____
Parents' names on order: _____
Date of marriage (if applicable): _____

_____ Date _____ Applicant's Signature

AS 25.27.265(b) requires parties in child support proceedings to give CSED their social security numbers and other specified information. Your social security number may be used to make sure that you follow the child support order. **You must provide your social security number on form [DR-314, Information Sheet](#). This form will be kept confidential.**

Visit CSED's website at www.childsupport.alaska.gov for more information.

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 (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
Register Order from Foreign Country or Tribe – Other		Superior Court Misc Petition	CISFOO

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		
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		
Election Contest or Recount Appeal <i>[See Other Civil category.]</i>		
Department of Motor Vehicles (DMV) Appeal	Appeal from Admin Agency	CIADDMV
Employment Security and Unemployment Benefits Appeal	Appeal from Admin Agency	CIADRESA
Administrative Agency Appeal - Other	Appeal from Admin Agency	CIADR
Request for Relief from Child Support Enforcement Division (CSED) License Action	Petition for Review or Relief	CICSED
Request for Review of Non-Final Administrative Agency Decision	Petition for Review or Relief	CIPRA
Request for Relief from Administrative Agency Delay - AS 44.62.305	Petition for Review or Relief	CIPRLF
Appeal to Superior Court - From District Court		
Civil Appeal	Appeal from District Court	CIACI2
Criminal Appeal	Appeal from District Court	CIACRM
Minor Offense Appeal	Appeal from District Court	CIAMO
Small Claims Appeal	Appeal from District Court	CIASC
Request for Review of Civil, Criminal, or Minor Offense Case Decision	Petition for Review or Relief	CIPRD2
Petition for Review of a Small Claims Decision	Petition for Review or Relief	CIPRSC