

## DIRECTIONS FOR MOTION TO REDUCE PARENTING EDUCATION CLASS FEE

1. Fill out the *Motion to Reduce Fee for Mandated Parenting Education Class*. This includes filling out the Certificate of Service which is where you are stating that you will be mailing or hand delivering a copy to the other party in your case. \*You do not have to get your signature notarized.\*
2. Make two photocopies of the *Motion to Reduce Fee...* and then mail or hand deliver one of the photocopies to the other party in your case.
3. Fill out the *Order Reducing Fee For Mandated Parenting Education Class* **only to** the point where it reads **DONE AND ORDERED**. (The Judge will fill out the rest.) **IF YOU DO NOT FILL OUT AND FILE THE ORDER THE COURT WILL NOT GRANT YOUR MOTION.**
4. Make two photocopies of the *Order Reducing Fee For Mandated Parenting Education Class* after you have filled out the upper portion. Prepare two envelopes with stamps and address one to yourself and one to the other party in your case. If you are unable to locate the other party in your case and you do not have their address you will only need one copy and one envelope addressed to yourself.
5. Hand Deliver or Mail to the Judge assigned to your case:  
\_\_\_ the original *Motion to Reduce Fee...*  
\_\_\_ the original *Order Reducing Fee...*  
\_\_\_ two photocopies of the *Order...*  
\_\_\_ two addressed stamped envelopes to yourself and the other party

The **address** for the courthouse is **Alachua County Courthouse, 201 E. University Ave., Gainesville, FL 32601**

6. Wait a few days for the Judge to mail you a signed photocopy of the *Order Reducing Fee....* Show this copy of the order to the staff at the parenting class to prove that you only have to pay the \$5.00 fee instead of the \$40.00 fee.

**IF YOU HAVE ANY QUESTIONS PLEASE CONTACT THE FAMILY COURT CASE MANAGEMENT PROGRAM AT (352) 374-3694 OR SOMEONE AT THE PARENTING CLASS YOU HAVE SELECTED.**

IN THE CIRCUIT COURT, EIGHTH JUDICIAL  
CIRCUIT, IN AND FOR ALACHUA COUNTY, FLORIDA

IN RE: The Marriage of

\_\_\_\_\_  
Petitioner,

CASE NO.: \_\_\_\_\_  
DIVISION: \_\_\_\_\_

and

\_\_\_\_\_  
Respondent.

\_\_\_\_\_/

**MOTION TO REDUCE FEE FOR MANDATED  
PARENTING EDUCATION CLASS**

COMES NOW the \_\_\_\_\_,  
(Petitioner/Respondent) \_\_\_\_\_ (Your Name)

\_\_\_\_\_, moves the court as follows:

1. Pursuant to the Eighth Judicial Circuit Administrative Order No.5.1120(D)  
\_\_\_\_\_ is required to attend a Parenting Education class. The fee  
for this class is \$40.00.

2. The below signer is indigent, as evidence by the Clerk's Certificate of  
Indigency issued for the signer of this document in this case.

3. Payment of the entire fee will be hardship on the below signer because of the  
children. The organizers of this class will reduce the fee to \$5.00 if the court so directs.

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that true and correct copy of the foregoing instrument has  
been furnished by U.S. Mail on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ to:

\_\_\_\_\_  
\_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone Number

IN THE CIRCUIT COURT, EIGHTH JUDICIAL  
CIRCUIT, IN AND FOR ALACHUA COUNTY, FLORIDA

IN RE: The Marriage of

\_\_\_\_\_  
Petitioner, CASE NO.: \_\_\_\_\_  
DIVISION: \_\_\_\_\_

and

\_\_\_\_\_  
Respondent.

\_\_\_\_\_ /

**ORDER REDUCING FEE FOR  
MANDATED PARENTING EDUCATION CLASS**

THIS CAUSE having come on to be considered by the Court upon the Motion for Reduction of Fee for Mandated Parenting Education Class filed herein by the

\_\_\_\_\_  
(Petitioner/Respondent) \_\_\_\_\_ (Your Name)

and the Court, having considered the Motion and being otherwise fully advised, finds that it should be granted, and

IT IS ORDERED and ADJUDGED that the \_\_\_\_\_  
(Petitioner/Respondent)  
\_\_\_\_\_  
(Your Name), is indigent and unable to pay the required fee of \$40.00 without creating a hardship, and the fee is hereby reduced to \$5.00.

DONE and ORDERED in Chambers in Alachua County, Florida on this day  
of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Circuit Judge

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing Order Reducing Fee For Mandated Parenting Education Class has been furnished by U.S. Mail on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ to:

\_\_\_\_\_  
Judicial Assistant