POST-JUDGMENT FILING DIRECTIONS - **RELOCATION MOTION**

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| ***FORMS (& copies) YOU NEED:*** | ***COSTS/FEES:*** |
| ***Relocation forms:***   * *Notice of Motion and Motion to Relocate with Minor Children* (Original + 3 copies) * *Objection to Relocate with Minor Children and Motion to Change Placement/Custody* (Original + 3 copies)   ***(optional) Fee Waiver forms:***   * *Petition for Waiver of Fees & Costs – Affidavit of Indigency* (Original only) * *Order on Petition for Waiver of Fees & Costs* (Original only) | ***Filing Fee:***   * $50 ($0 with an approved Fee Waiver)   ***Service Fee (through Milwaukee County Sheriff):***   * $90 ($0 with an approved Fee Waiver) |

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| ***GETTING A COURT DATE: General Process*** |
| 1. ***Get everything you need to file.*** All originals & copies must be single-sided. Bring money for the costs/fees and bring your photo ID if you need to get documents notarized. If you are using a Fee Waiver, bring proof of income or public assistance. 2. ***File everything in person at the courthouse*** (901 N. 9th St, open Mon-Fri 8:30am-4:30pm)  * Room 609 🡪 If you’re using a Fee Waiver, get it approved. * Room 104 🡪 File the documents. * Show your approved Fee Waiver or pay the filing fee. * Room 707 🡪 File the remaining documents and get a hearing date.  1. ***Serve the other person*** *before your hearing date.*  * Mail a copy of the motion with the hearing date on it to the last recorded address of the other person. Then complete an **Affidavit of Mailing** form. * *If your spouse lives in Milwaukee County*, we also recommend serving through the [Milwaukee County Sheriff](https://county.milwaukee.gov/EN/Sheriff/Divisions/Civil-Process) (Safety Building, Room 102). * Show your approved Fee Waiver or pay the service fee. * For other secondary service options, refer to our “Service Options: Name Change and Post-Judgment cases” sheet. |

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| ***QUESTIONS?*** |
| * *Find the forms, directions, and how-to videos to answer your own questions:* [*https://www.milwaukeejusticecenter.org/howtovideos.html*](https://www.milwaukeejusticecenter.org/howtovideos.html) * *Schedule an appointment with the Milwaukee Justice Center for help with documents, service questions, etc.: Call (414) 278-3965 or Email* [*mjcdivorce@gmail.com*](mailto:mjcdivorce@gmail.com)*. (email recommended).* |