

Danielle's Test Guide - Review

Author

Northwest Justice Project

This is my new draft that I want reviewed by a 2nd editor. I'm assigning it to myself for review.

I deleted the first part of the first sentence. You have to sign a lot of documents that show your name and the address or location of your property. These documents show up in public records that anyone can see. If you're in the Address Confidentiality Program (ACP), you can keep your name and location confidential by creating a **Revocable Living Trust** that you can control. Then you can buy property in the name of the Trust, without using your own name. (Form and instructions)

1. Link practice

Make an external link to Supplemental Security Income site.

Read more about SSI (<https://www.ssa.gov/ssi>).

Make a link to Chapter 2 of this guide.

Read fast facts about this topic.

Make a link to How much will I have to pay? in Chapter 2 of this guide.

You may have to pay child support.

Make a link to Chapter 3 of the Represent yourself at a DSHS hearing guide.

You can ask for a hearing.

Make a link to the callout in Chapter 3 of the Represent yourself at a DSHS hearing guide.

There are some exceptions.

Make a link to Which debts can I discharge in bankruptcy? accordion in the Bankruptcy issue.

You can discharge some debts.

Make a link to These debts are generally **not** dischargeable paragraph in the Which debts can I discharge in bankruptcy? accordion in the Bankruptcy issue.

These debts are not dischargeable.

Review links on front-end.

2. Fast facts

This is a new heading

Who decides how much support I'll pay?

A judge or the Washington State Division of Child Support (DCS)
(<https://www.dshs.wa.gov/esa/division-child-support>) decides.

What information does the judge or DCS need from me?

Each parent fills out child support **worksheets**. You put information about your finances and the children's needs. If you're in court, you may also have to fill out a Financial Declaration.

This information gets applied to a child support **schedule**. The schedule sets the support amount based on the parents' income and how many children you have.

The judge or DCS will usually follow the schedule. They can sometimes consider other things too, though.

You can find the schedule and worksheets on our page about how child support is set.

()How much will I have to pay?

It depends. If your take-home pay is very low, you may only have to pay \$50 per child monthly. If a judge (or DCS) decides it would be unjust to order even that little, they can change (can deviate) from the \$50 amount to make it even

lower.

3. Step-by-step

Choose a Public Trustee and create a trust. You can create your revocable Living Trust Agreement by using our form. You can also work with a lawyer to create a trust.

This is a new second paragraph.

1. When naming your trust, pick something that's **not associated with your name**. It can be anything distinctive, such as the "XYZ Trust" or "Banana Trust". (These are examples. Choose your own unique name for your Trust.) The trust name will show up in recorded and county documents that anyone can see. Please check with ACP to see if the trust name you want has already been taken.
2. **File the originals** with the Superior Court Clerk. Give the clerk the originals of all your forms for filing **except** you should ask the clerk what to do with the originals of any proposed orders. Follow the clerk's instructions.

Ask the clerk to stamp your copies to show the date you filed the originals. Take the stamped copies back from the clerk. The clerk keeps the original.

Deliver working copies to the judge, if required in your county.

Fill out forms online

- [File for a Protection Order](#)

4. Forms

Form attached:

Final Order in a Committed Intimate Relationship Case (NJP Family 934)

Form attached:

Findings and Conclusions About a Committed Intimate Relationship (NJP Family 933)

Form attached:

Response to Complaint to End Committed Intimate Relationship and Divide Property and Debts — Unmarried Couple (NJP Family 932)

How long does the Trust last?

You can put an end date or conditions for ending the Trust in the **Trust Agreement**. You also can end the Trust at any time by putting in writing that you want to terminate it.

Otherwise, the Trust lasts as long as you want it to. The Trust can continue even if you no longer qualify for ACP status and are no longer enrolled as an

ACP Participant (unless your Trust Agreement says it ends in that situation). If you're no longer enrolled with ACP, you must give the county treasurer and assessor's office a new mailing address for the Trust.

What happens when the Trust ends?

The property is transferred back to you (unless you sold it). The Trustee signs a deed on behalf of the Trust that transfers the property into your name. When that new deed is recorded, you become the owner and taxpayer of record. Your personal mailing address becomes the mailing address for all official mail about the property. This information will be available to the public.

What happens when I'm no longer enrolled as an ACP participant?

You **can't** use the ACP address as your personal address if you're no longer an ACP Participant. Any mail ACP receives for you will be returned to sender. It won't be forwarded to you.

The Trust deleted several words and added these no longer qualify for ACP status and are no longer enrolled as an ACP Participant, unless your Trust Agreement says it ends in that situation. If you're no longer enrolled with ACP, you must give the county treasurer and assessor's office a new mailing address for the Trust.

WashingtonLawHelp.org gives general information. It is not legal advice. Find organizations that provide free legal help on our [Get legal help](#) page.

Superior Court of Washington, County of _____

In re:

Petitioner (*person who started this case*):

And Respondent (*other party*):

No. _____

Final Order in Committed Intimate
Relationship Case

(no mandatory form)

Final Order in Committed Intimate Relationship Case

1. Money Judgment Summary

- ☐ No money judgment is ordered.
- ☐ Summarize any money judgments from section 4 in the table below.

Judgment for	Debtor's name (person who must pay money)	Creditor's name (person who must be paid)	Amount	Interest
Money judgment (section 4)			\$	\$
Other amounts (<i>describe</i>):			\$	\$
Yearly Interest Rate: _____% (12% unless otherwise listed)				
Lawyer (name):		represents (name):		
Lawyer (name):		represents (name):		

2. Summary of Real Property Judgment (land or home)

- ☐ No real property judgment is ordered
- ☐ Summarize any real property judgment from section 5 in the table below.

Grantor's name (person giving property)	Grantee's name (person getting property)	Real Property (fill in at least one)	
		Assessor's property tax parcel or account number:	Legal description of property awarded (lot/block/plat/section, township, range, county, state)

Lawyer (name):	represents (name):
Lawyer (name):	represents (name):

➤ **The court has made Findings and Conclusions in this case and now Orders:**

3. Committed Intimate Relationship

The relationship between the parties is a committed intimate relationship subject to equitable distribution of assets and debts.

4. Money Judgment (summarized in section 1 above)

☐ None.

☐ The (check one): ☐ Petitioner ☐ Respondent must pay the other party (amount) \$_____. The court grants a judgment for this amount.

The **interest rate** is 12% unless another amount is listed below.

☐ The interest rate is _____% because (explain): _____

☐ Other: _____

5. Real Property (land or home) (summarized in section 2 above)

☐ Neither party owns any real property.

☐ The real property is divided as listed in Exhibit _____. This Exhibit is attached and made part of this Order.

☐ The real property be divided as explained below:

Real Property Address	Tax Parcel Number	Given to which party as their separate property?
		☐ Petitioner ☐ Respondent
		☐ Petitioner ☐ Respondent

☐ The party giving up ownership must sign a Quit Claim Deed and Real Estate Excise Tax Affidavit to transfer the real property to the other party by (date): _____.

- ☐ The court does not have jurisdiction to divide real property because the real property is not located in Washington State.
- ☐ Other (specify): _____

6. Petitioner's Personal Property (possessions, assets or business interests of any kind)

- ☐ The personal property that Petitioner now has or controls is given to Petitioner as their separate property. No transfer of property between Petitioner and Respondent is required.
- ☐ The personal property listed in Exhibit _____ is given to Petitioner as their separate property. This Exhibit is attached and made part of this Order.
- ☐ The personal property listed below is given to Petitioner as their separate property. *(Include vehicles, pensions/retirement, insurance, bank accounts, furniture, businesses, etc. Do not list more than the last 4 digits of any account number. For vehicles, list year, make, model, and VIN or license plate number.)*

1.	2.
3.	4.
5.	6.
7.	8.

- ☐ The court does not have jurisdiction to divide personal property because the court does not have personal jurisdiction over one of the parties as described in the *Findings and Conclusions* for this case.
- ☐ Other (specify): _____

7. Respondent's Personal Property (possessions, assets or business interests of any kind)

- ☐ The personal property that Respondent now has or controls is given to Respondent as their separate property. No transfer of property between Petitioner and Respondent is required.
- ☐ The personal property listed in Exhibit _____ is given to Respondent as their separate property. This Exhibit is attached and made part of this Order.
- ☐ The personal property listed below is given to Respondent as their separate property. *(Include vehicles, pensions/retirement, insurance, bank accounts, furniture, businesses, etc. Do not list more than the last 4 digits of any account number. For vehicles, list year, make, model, and VIN or license plate number.)*

1.	2.
3.	4.
5.	6.
7.	8.

☐ The court does not have jurisdiction to divide personal property because the court does not have personal jurisdiction over one of the parties as described in the *Findings and Conclusions* for this case.

☐ Other (specify): _____

8. Petitioner's Debt

The Petitioner must pay all debts the Petitioner incurred (took on) since the date of separation, unless the court makes a different order about a specific debt below. (*Check one*):

☐ Petitioner has no debt.

☐ Petitioner must pay the debts that are now in Petitioner's name.

☐ Petitioner must pay the debts listed in Exhibit _____. This Exhibit is attached and made part of this Order.

☐ Petitioner must pay all debts listed below:

Debt Amount	Creditor (person or company owed this debt)	Account Number (last 4 digits only)
\$		
\$		
\$		
\$		

☐ The court does not have jurisdiction to divide debts because the court does not have personal jurisdiction over one of the parties as described in the *Findings and Conclusions* for this case.

☐ Other (specify): _____

9. Respondent's Debt

The Respondent must pay all debts the Respondent incurred (took on) since the date of separation, unless the court makes a different order about a specific debt below. (*Check one*):

☐ Respondent has no debt.

☐ Respondent must pay the debts that are now in Respondent's name.

☐ Respondent must pay the debts listed in Exhibit _____. This Exhibit is attached and made part of this Order.

☐ Respondent must pay all debts listed below:

Debt Amount	Creditor (person or company owed this debt)	Account Number (last 4 digits only)
\$		

Debt Amount	Creditor (person or company owed this debt)	Account Number (last 4 digits only)
\$		
\$		
\$		

- ☐ The court does not have jurisdiction to divide debts because the court does not have personal jurisdiction over one of the parties as described in the *Findings and Conclusions* for this case.
- ☐ Other (specify): _____

10. Debt Collection (hold harmless)

- ☐ Does not apply.
- ☐ If one party fails to pay a debt as ordered above and the creditor tries to collect the debt from the other party, the party who was ordered to pay the debt must hold the other party harmless from any collection action about the debt. This includes reimbursing the other party for any of the debt that party paid and for attorney fees or costs related to defending against the collection action.
- ☐ Other (specify): _____

11. Other Orders (if any)

Ordered.

Date

▶ _____
Judge or Commissioner

Petitioner and Respondent or their lawyers fill out below.

This document (check any that apply):

- ☐ is an agreement of the parties
- ☐ is presented by me
- ☐ may be signed by the court without notice to me

This document (check any that apply):

- ☐ is an agreement of the parties
- ☐ is presented by me
- ☐ may be signed by the court without notice to me

▶ _____
Petitioner **or** lawyer signs here + WSBA #

▶ _____
Respondent **or** lawyer signs here + WSBA #

Print Name

Date

Print Name

Date

Superior Court of Washington, County of _____

In re:

Petitioner (*person who started this case*):

And Respondent (*other party*):

No. _____

Findings and Conclusions about a
Committed Relationship

Findings and Conclusions about a Committed Intimate Relationship

1. Basis for findings and conclusions (*check all that apply*):

- ☐ Parties' agreement.
- ☐ Order on Motion for Default (*date*): _____.
- ☐ Court hearing on (*date*): _____, where the following people were present (*check all that apply*):
 - ☐ Petitioner ☐ Petitioner's lawyer
 - ☐ Respondent ☐ Respondent's lawyer
 - ☐ Other (*name and relationship to this case*): _____
 - ☐ Other (*name and relationship to this case*): _____

➤ **The Court makes these findings of fact and conclusions of law:**

2. Notice (*check all that apply*):

- ☐ Respondent was served with the *Summons* and *Complaint* to start this case on (*date*): _____ by this method (*check all that apply*):
 - ☐ in person ☐ mail ☐ publication
- ☐ Respondent has appeared in this case or responded to the *Complaint*.
- ☐ Respondent has signed an agreement to join the *Complaint*.

3. Jurisdiction over the relationship and the parties (check all that apply):

At the time Petitioner filed the *Complaint*,

Petitioner ☐ lived ☐ did not live in Washington State.

Respondent ☐ lived ☐ did not live in Washington State.

☐ Petitioner and Respondent lived in this state during the committed intimate relationship. Petitioner still lives in this state or is stationed here as a member of the armed forces.

☐ Petitioner is in the armed forces and has been stationed here for at least 90 days.

☐ Other (specify): _____

Conclusion: The court ☐ **has** ☐ does **not have** jurisdiction over the relationship.

The court ☐ **has** ☐ does **not have** jurisdiction over Respondent.

4. Information about the Committed Intimate Relationship

The court determines that the relationship between the parties became a Committed Intimate Relationship on (date): _____.

5. Separation Date

The relational community ended on (date): _____. The parties stopped acquiring community property and incurring community debt on this date.

6. Status of the Committed Intimate Relationship

End – One or both parties seek to terminate (end) the Committed Intimate Relationship.

Conclusion: Based on the *Complaint to End Committed Intimate Relationship and Divide Property and Debts – Unmarried Couple* and findings made here, the Court should grant termination of the relationship and equitable division of assets and debts.

7. Real Property (land or home)

☐ Neither party owns any real property.

☐ The parties' real property is listed in Exhibit _____. This Exhibit is attached and made part of these Findings.

☐ The parties' real property is listed below:

Real Property Address	Tax Parcel Number	Community-like or Separate Property
		☐ community-like property ☐ Petitioner's separate property ☐ Respondent's separate property
		☐ community-like property

		☐ Petitioner's separate property ☐ Respondent's separate property
--	--	--

- ☐ The court does not have jurisdiction to divide real property because the real property is not in Washington State.
- ☐ Other (specify): _____

Conclusion: The division of community-like real property described in the final order is fair (just and equitable).

8. Community-like Personal Property (possessions, assets or business interests of any kind)

- ☐ There is no community-like personal property.
- ☐ The community-like personal property has already been divided fairly between the parties. Each party should keep any community-like personal property that party now has or controls.
- ☐ The parties' community-like personal property is listed in Exhibit _____. This Exhibit is attached and made part of these Findings.
- ☐ The parties' community-like personal property is listed below. *(Include vehicles, pensions/retirement, insurance, bank accounts, furniture, businesses, etc. Do not list more than the last 4 digits of any account number. For vehicles, list year, make, model, and VIN or license plate number.)*

1.	2.
3.	4.
5.	6.
7.	8.

- ☐ The court does not have jurisdiction to divide property because the court does not have personal jurisdiction over one of the parties as described in **3** above.
- ☐ Other (specify): _____

Conclusion: The division of community-like personal property described in the final order is fair (just and equitable).

9. Separate Personal Property (possessions, assets or business interests of any kind)

- ☐ Neither party has separate personal property. All personal property is community-like property.
- ☐ **Petitioner** has no separate personal property.
- ☐ **Respondent** has no separate personal property.
- ☐ The **Petitioner's** separate personal property is listed in Exhibit _____. This Exhibit is attached and made part of these Findings.

- ☐ The **Respondent's** separate personal property is listed in Exhibit _____. This Exhibit is attached and made part of these Findings.
- ☐ The **Petitioner's** separate personal property is listed below. *(Include vehicles, pensions/retirement, insurance, bank accounts, furniture, businesses, etc. Do not list more than the last 4 digits of any account number. For vehicles, list year, make, model, and VIN or license plate number.)*

1.	2.
3.	4.
5.	6.
7.	8.

- ☐ The **Respondent's** separate personal property is listed below. *(Include vehicles, pensions/retirement, insurance, bank accounts, furniture, businesses, etc. Do not list more than the last 4 digits of any account number. For vehicles, list year, make, model, and VIN or license plate number.)*

1.	2.
3.	4.
5.	6.
7.	8.

- ☐ The court does not have jurisdiction to divide property because the court does not have personal jurisdiction over one of the parties as described in **3** above.
- ☐ Other *(specify)*: _____

Conclusion: Separate property **cannot be divided** between the parties in an action to end a committed intimate relationship.

10. Community-like Debt

- ☐ There is no community-like debt.
- ☐ The community-like debt has already been divided fairly between the parties.
- ☐ The parties' community-like debt is listed in Exhibit _____. This Exhibit is attached and made part of these Findings.
- ☐ The parties' community-like debt is listed below:

Debt Amount	Creditor (person or company owed this debt)	Account Number (last 4 digits only)
\$		
\$		
\$		

\$		
----	--	--

☐ The court does not have jurisdiction to divide debt because the court does not have personal jurisdiction over one of the parties as described in **3** above.

☐ Other (*specify*): _____

Conclusion: The division of community-like debt described in the final order is fair (just and equitable).

11. Separate Debt

☐ Neither party has separate debt.

☐ **Petitioner** has no separate debt.

☐ **Respondent** has no separate debt.

☐ **Petitioner's** separate debt is listed in Exhibit _____. This Exhibit is attached and made part of these Findings.

☐ **Respondent's** separate debt is listed in Exhibit _____. This Exhibit is attached and made part of these Findings.

☐ **Petitioner's** separate debt is listed below:

Debt Amount	Creditor (person or company owed this debt)	Account Number (last 4 digits only)
\$		
\$		
\$		
\$		

☐ **Respondent's** separate debt is listed below:

Debt Amount	Creditor (person or company owed this debt)	Account Number (last 4 digits only)
\$		
\$		
\$		
\$		

☐ The court does not have jurisdiction to divide debt because the court does not have personal jurisdiction over one of the parties as described in **3** above.

☐ Other (*specify*): _____

Conclusion: Separate debt **cannot be divided** between the parties in an action to end a committed intimate relationship.

12. Other findings or conclusions (if any)

Date

▶ _____
Judge or Commissioner

Petitioner and Respondent or their lawyers fill out below.

This document (*check any that apply*):

- ☐ is an agreement of the parties
- ☐ is presented by me
- ☐ may be signed by the court without notice to me

This document (*check any that apply*):

- ☐ is an agreement of the parties
- ☐ is presented by me
- ☐ may be signed by the court without notice to me

▶ _____
*Petitioner **or** lawyer signs here + WSBA #*

▶ _____
*Respondent **or** lawyer signs here + WSBA #*

Print Name

Date

Print Name

Date

Superior Court of Washington, County of _____

In re:

Petitioner (*person who started this case*):

And Respondent (*other party*):

No. _____

Response to Complaint to End Committed
Intimate Relationship and Divide Property
and Debts — Unmarried Couple

(RSP)

☐ Revocation of Joinder (RSPRV)

(no mandatory form)

**Response to Complaint to End Committed Intimate Relationship
and Divide Property and Debts — Unmarried Couple**

Use this form to respond to a Complaint filed on form NJP Family 931.

1. Your response

☐ **Revocation of Joinder:** I previously signed an *Agreement to Join Petition or Complaint* (Joinder) in this case and I am **no** longer in agreement so I am filing this *Response*. (Check *Revocation of Joinder* box above.)

Look at each section of the *Complaint*. Check below to say if you agree or disagree with what the other party said in each section, or say if you don't know because you don't have enough information. (If you disagree with any part of a section, check "I disagree.>"). List your reasons for disagreeing on page 2.

Section in the Petition	Your response (<i>check one</i>):		
1. <i>Information about the parties</i>	☐ I agree	☐ I disagree	☐ I don't know
2. <i>Complaint</i>	☐ I agree	☐ I disagree	☐ I don't know
3. <i>Committed Intimate Relationship (CIR)</i>	☐ I agree	☐ I disagree	☐ I don't know
4. <i>Proof of CIR</i>	☐ I agree	☐ I disagree	☐ I don't know
5. <i>Real Property (land or home)</i>	☐ I agree	☐ I disagree	☐ I don't know
6. <i>Personal Property (possessions, assets or business interests of any kind)</i>	☐ I agree	☐ I disagree	☐ I don't know
7. <i>Debts (mortgages, loans, credit cards, other money owed)</i>	☐ I agree	☐ I disagree	☐ I don't know

Section in the Petition	Your response (<i>check one</i>):		
8. Other requests, if any	☐ I agree	☐ I disagree	☐ I don't know

If you checked "I Disagree" for any of the sections, list your reasons here:

Section #: ____ Reasons: _____

Section #: ____ Reasons: _____

Section #: ____ Reasons: _____

Section #: ____ Reasons: _____

Section #: ____ Reasons: _____

Section #: ____ Reasons: _____

Section #: ____ Reasons: _____

Section #: ____ Reasons: _____

If you need more space, you may add more pages to this Response. Number, date, and sign each page that you add.

2. Requests

I ask the court to (*check one*):

☐ **Deny the complaint** because the Petitioner and I did **not** have a committed intimate relationship under Washington State law.

☐ **End the committed intimate relationship** between Petitioner and me, and (*check all that apply*):

☐ divide the property and debts as requested above (or fairly and equitably if no specific request is made).

☐ other (*specify*): _____

Respondent fills out below:

I declare under penalty of perjury under the laws of the state of Washington that the facts I have provided on this form (including any attachments) are true. ☐ I have attached (*number*): _____ pages.

Signed at (*city and state*): _____ Date: _____



Respondent signs here

Print name

I agree to accept legal papers for this case at (*check one*):

☐ my lawyer's address, listed below:

☐ Email (*optional*) – Respondent agrees to accept service of legal papers for this case by email at this address: _____

☐ the following address (*this does **not** have to be your home address*):

Street Address or PO Box

City

State

Zip

(*If this address changes before the case ends, you **must** notify all parties and the court clerk in writing. You may use the Notice of Address Change form (FL All Family 120).*)

Lawyer (if any) fills out below:



Lawyer signs here

Print name and WSBA No.

Date

Lawyer's address

City

State

Zip

Email (*if applicable*): _____