

TWELFTH JUDICIAL CIRCUIT
FAMILY LAW DIVISION

Instructions and Overview
For Your
BASIC PARENTING PLAN*

(These instructions are intended to be used while completing a Basic Parenting Plan)

**Legal matters can be very complex. If you have questions or concerns about the use of these forms, instructions, or your legal rights, it is strongly recommended that you talk to an attorney. All instructions and forms distributed by the Twelfth Judicial Circuit are provided merely to serve as a guide. The Twelfth Judicial Circuit does not guarantee that either the instructions or the forms will achieve the result desired by the parties or ensure that an individual judge will follow the procedures exactly or accept each and every form drafted. Any person using these forms and/or instructions does so at their own risk, and the Twelfth Judicial Circuit shall not be responsible for any losses incurred by any person in reliance on the instructions and/or forms.*

For best results, complete the assessment in the 12th Judicial Circuit's "Instructions and Assessments for your Parenting Plan" prior to using the Basic Parenting Plan.

Step One: Getting Started

1. Before you fill in any part of the Basic Parenting Plan, you should make a copy of the blank form. Save this copy for when you are ready to fill out a final version to file with the Court.
2. At the top of the first page fill in the county where the plan is being filed or where the original action took place. This is the County of original jurisdiction, Sarasota, Manatee, or DeSoto.
3. On the top left side of the page, fill in the names of the Petitioner and the Respondent on the lines provided. If you have an existing court case, use the labels and names as they appear on the original documents filed with the court. If you do not have an existing court case, then it does not matter who is the petitioner or respondent until the case is filed.
4. On the top right side of the page, enter your case number and division, if you have one. If the Parenting Plan you are submitting is agreed upon by both parents, write "Both" otherwise, fill in the name of the parent who is proposing the Parenting Plan where it says "Parenting Plan of:".

Step Two: Identification of the Parties

1. List the names of the Father and the Mother; as well as, their contact information.
2. List the minor children involved in this parenting plan, including their date of birth, current address, and future address, if known, or if the address is unknown then a location (ex. Albuquerque, New Mexico).
3. List any minor children that are not addressed by this plan. Include their date of birth, who they live with (ex. Aunt, Grandfather, etc.) and address.

Step Three: Choose your Options

A. Contact Section

Weekly Contact: Determine when your child(ren) will be in the care of each parent. Create a schedule for weekdays and for weekends. Also indicate whether this schedule will continue during the summer, or if you will have a different schedule for the child(ren) during the summer months.

Holiday Contact: Determine how the child(ren) will be spending time during holidays. Fill in the blanks by writing the appropriate parent's name to show where the child(ren) will be for the holidays. You may add other special occasions you celebrate below the printed list. Remember to write in beginning and ending dates and times if the selected option has blanks.

Summer Contact: Remember if you are agreeing to a schedule other than one provided options, remember to clearly explain the terms of your agreement.

B. Communication Section

Virtual Communication: Select all options that apply. Remember to write in specific days and times that communication will take place or number of times per week, etc.

Communication: List the means of communication. (Ex. Unrestricted, phone, email, etc.)

C. Exchange and Travel Section

Carefully read all of the options in each of the sections and check ALL that apply. Fill in the appropriate blanks and describe in detail your plan for exchanging the child(ren).

D. Information Sharing Section

Provide each parties' complete information. Review the information provided, about sharing information between parents, school and involvement in other activities.

E. Other Terms Section

Describe any other provisions you would like to include in your parenting plan.

F. Dispute Resolution

Decide whether you will agree to resolve any disputes that may arise in the future through mediation or other means.

Step Five: File with the Court

If the plan is proposed by only one parent, then that parent alone should sign. If the plan is agreed to by both parents, both parents must sign the parenting plan and have their signatures witnessed by a **notary public** or **deputy clerk**. After completing the plan, you should file the original plan and a Notice of Filing with the Clerk of Court in the county where the petition was filed and keep a copy for your records. **NOTE:** If an agreed parenting plan is not filed by the parties, the Court shall establish a plan.

Even if you and your child(ren)'s other parent are unable to come to an agreement on a parenting plan, please complete the assessment to determine which parenting plan may be right for your family. Purchase the appropriate parenting plan from the Clerk of Court, or download the plan from the 12th Judicial Circuit's website at www.jud12.flcourts.org. Prepare as a draft in the event your case is referred to mediation.

The Do's and Don'ts of Parenting
Both Parents

DO:

- Maintain healthy communication with your child(ren).
- Make it a priority to communicate regularly with the other Parent.
- Religiously follow the parenting plan to make the process routine, easy and positive for your child(ren).
- Strive to keep your word to the child(ren).
- Contact the other Parent immediately if there is an emergency involving the child(ren) while they are with you.

DON'T:

- Be uncooperative. The child(ren) will suffer consequences if their parents do not cooperate.

Parent A

(The parent with whom the child has more time-sharing)

DO:

- Share information about school, teachers, activities, friends and relatives with the other Parent.
- Be flexible and supportive of the child(ren)'s relationship with the other Parent.
- Encourage excitement for the anticipated communication and/or travel with the other Parent.

DON'T:

- Edit, coach, monitor, or otherwise interfere with the child(ren)'s communication with the other Parent.
- Take it personally if the child(ren) do not wish to call you regularly when they are with the other Parent.

IN THE CIRCUIT COURT OF THE TWELFTH JUDICIAL CIRCUIT
IN AND FOR _____ COUNTY, FLORIDA

Petitioner

and

Respondent

Case No. _____

Family Division: _____

BASIC PARENTING PLAN

1. PARENTING PLAN OF: Check all that apply

- Both Parents Mother Father Court Ordered Plan
 Temporary Final Judgment Modification

	<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>E-Mail</u>
Father:	_____			
Mother:	_____			

THIS PARENTING PLAN INVOLVES THE FOLLOWING CHILD(REN):				
	<u>Name</u>	<u>Date of Birth</u>	<u>Current Address</u>	<u>Future Address</u>
Child 1:	_____			
Child 2:	_____			
Child 3:	_____			
Child 4:	_____			
Child 5:	_____			

LIST ANY MINOR CHILDREN YOU HAVE NOT ADDRESSED BY THIS PLAN.		
	<u>Name</u>	<u>Current Address</u>
Child 1:	_____	
Child 2:	_____	
Child 3:	_____	

***IF THE PARENTING ARRANGEMENTS ARE DIFFERENT FOR SOME OF YOUR CHILDREN,
YOU SHOULD WRITE UP A SEPARATE PARENTING PLAN FOR EACH CHILD.***

2. JURISDICTION

- The United States is the country of habitual residence of the child(ren).
- The State of Florida maintains the most significant contacts with the child(ren) and is the most appropriate forum for addressing parenting contact.
- This Parenting Plan is a child custody determination for the purposes of the Uniform Child Custody Jurisdiction and Enforcement Act, the International Child Abduction Remedies Act, 42 U.S.C. ss 11601 et seq., the Parental Kidnapping Prevention Act, and the Convention on the Civil Aspects of International Child Abduction enacted at the Hague on October 25, 1980.

●The State of Florida is the child(ren)'s home state for purposes of the Uniform Child Custody Jurisdiction and Enforcement Act.

Venue is proper in the county of: √ Select your County
Manatee Sarasota DeSoto County.

3. GENERAL PARENTING PRINCIPLES

A. Shared Decision Making

●It is in the best interests of the minor child(ren) that both parents maintain shared decision-making for all major decisions that affect the child(ren). Such decisions include but are not limited to:

- Each Parent shall make decisions regarding the day-to-day care and control of the child(ren) while they are with that parent.**
- Each parent will make emergency decisions affecting the health or safety of the child(ren), notifying the other parent at the earliest opportunity.**
- Each parent shall have access to all academic, medical, and other health related information pertaining to the child(ren), and they shall sign any necessary documentation ensuring that both parents have access to said records. Both parents shall share all information to such records.**
- Each parent shall be responsible for getting their own copies of records and reports directly from the school and medical facilities.**
- Each parent has independent authority to confer with the child(ren)'s school, day care, medical and health related providers and other programs with regard to the child(ren)'s educational, emotional and social progress.**
- Both parents shall be listed as emergency contacts for the child(ren).**
- Each parent shall make sure the other parent has current home, work, and emergency address and contact information for the other parent.**

B. In the event the parties do not agree on a parental decision: √ Check all that apply

- The parents shall first submit the issue to mediation.
- The parents shall submit the issue to the court at the earliest available date.
- The ultimate decision making authority shall be made by: √ Check all that apply

<input type="checkbox"/> Academic/educational needs of the child(ren)	<input type="checkbox"/> Mother	<input type="checkbox"/> Father
<input type="checkbox"/> Medical/health related needs of the child(ren)	<input type="checkbox"/> Mother	<input type="checkbox"/> Father
<input type="checkbox"/> Extra-curricular needs of the child(ren)	<input type="checkbox"/> Mother	<input type="checkbox"/> Father
<input type="checkbox"/> Religion	<input type="checkbox"/> Mother	<input type="checkbox"/> Father
<input type="checkbox"/> Discipline	<input type="checkbox"/> Mother	<input type="checkbox"/> Father
<input type="checkbox"/> _____ needs of the child(ren)	<input type="checkbox"/> Mother	<input type="checkbox"/> Father

4. CHILDREN'S RIGHTS

- Each child has a right:**
 - To have two parents to love without fear of anger or guilt from the other; and**
 - To develop an independent and meaningful relationship with the other parent, and to respect the differences of each parent and their home; and**
 - To be absent, insulated and protected from the parents' differences with each other and arguments or discussions; and**
 - Be free of negative comments and behavior by one parent about the other; and**

- To be absent, insulated and protected from disparaging, belittling or alienating statements about the other parent; and
- To not be used as a messenger, delivery means or means of communication with the other parent; and
- To not be questioned about the other parent.

5. EDUCATION

The children shall be enrolled/registered in school by: *↓ Check only one*

- Mother
- Father

NOTE: This assignment does not determine where the child(ren) shall attend school. That determination shall be made by the school district rules.

The child(ren) shall attend (if known): *↓ Check all that apply*

Child Care: _____

Paid by: Mother _____ % Father _____ %

Pre-School: _____

Paid by: Mother _____ % Father _____ %

Public School

Private School: _____

Elementary _____

Middle _____

High School _____

Paid by: Mother _____ % Father _____ %

Before School Program: _____

Paid by: Mother _____ % Father _____ %

After School Program: _____

Paid by: Mother _____ % Father _____ %

Special Education: _____

Paid by: Mother _____ % Father _____ %

Home School: Taught by: Mother Father Other: _____

Tutoring: _____

Paid by: Mother _____ % Father _____ %

Extra-curricular Activities: *↓ Check all that apply*

Either parent may register the child(ren) and allow them to participate in the activity of the child(ren)'s choice.

The parents must mutually agree to all extra-curricular activities.

The parent with the minor child(ren) shall transport the minor child(ren) to and/or from all mutually agreed upon extra-curricular activities, providing all necessary uniforms and equipment within the parent's possession.

- The costs of the extra-curricular activities shall be
Paid by: Mother _____ % Father _____ %
- The uniforms and equipment required for extra-curricular activities shall be
Paid by: Mother _____ % Father _____ %
- Other: _____
- No changes can occur without the written consent of both parents or court order.
- If the child(ren) attend summer camps, the costs and efforts shall be:
Paid by: Parent scheduled to have the child(ren) during that time period; **or**
 Mother _____ % Father _____ %

6. MEDICAL

●Parents shall discuss all medical, psychological, counseling, therapeutic, optical, orthodontic, dental or other health related care and needs of the child(ren).

●In the event of serious illness, accident or hospitalization affecting the health of the child(ren), the parent with the knowledge of such event shall immediately notify the other parent.

↓ Check all that apply

- A parent scheduling a routine appointment for the child(ren) will give the other parent _____ days notice in advance of the appointment to allow the other parent to attend.
- The parents have agreed to the following medical care providers:
Pediatrician _____
Dentist _____
Orthodontist _____
Ophthalmologist/Optometrlist _____
Counselor _____
Other _____
Other _____
Other _____

- Uncovered medical expenses of the child(ren) shall be
Paid by: Mother _____ % Father _____ %
- Uncovered dental and/or orthodontic expenses of the child(ren) shall be
Paid by: Mother _____ % Father _____ %
- Uncovered psychological, counseling, therapeutic or other health related needs of the child(ren) expenses shall be
Paid by: Mother _____ % Father _____ %
- Uncovered _____ needs of the child(ren) expenses shall be
Paid by: Mother _____ % Father _____ %

7. RELIGION

↓ Check all that apply

- Each parent may provide religious instruction in the faith they so desire.

The parents have agreed that the child(ren)'s religious training shall be in the faith of :

A. The costs of such training shall be

Paid by: Mother _____ % Father _____ %

B. The efforts and transportation needed for training shall be

Paid by: Mother _____ % Father _____ %

8. SCHEDULING

A. School Calendar

● **On or before 01 August each year, both parents shall obtain a copy of the school calendar for the next school year to discuss and create a parenting contact calendar following the child's academic calendar and this Parenting Plan.**

The parents shall follow the school calendar of: *√ Check all that apply*

the oldest child

the youngest child

the school calendar for: Manatee Sarasota DeSoto County

the school calendar for _____ School

B. Definitions

● **Unless otherwise specified in this Agreement, the academic break periods or holidays,
Begin: At the end of the last scheduled day of classes before the holiday or break, and
End: On the evening before the first day of regularly scheduled classes after the holiday or break.**

C. Schedule Changes *√ Check all that apply*

A parent requesting a change of schedule shall be responsible for any additional child care, efforts or transportation costs resulting from the change.

Reimbursement for additional childcare costs, caused by a parent's request for a schedule change, shall be provided within _____ days of payment.

D. Schedule Conflicts

● **In the event holiday or vacation time conflicts with the ongoing parenting time, the scheduled holiday or vacation time sharing shall be observed.**

9. COMMUNICATION WITH THE CHILD(REN)

● **Each parents shall keep contact information current.**

● **Each parent shall maintain a working phone.**

● **Telephone contact shall not be monitored by or interrupted by the other parent.**

The child(ren) may telephone and/or maintain internet/online access with either parent: *√ Check all that apply*

Anytime

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

During the hours of _____ to _____

The: Other parent initiates contact Child(ren) initiates contact

Telephone contact shall not exceed: _____ minutes per call _____ times per day

The cost of the cell phone and service shall be

Paid by: Mother _____ % Father _____ %

The child(ren) may maintain internet/online access with either parent: *√ Check all that apply*

Anytime

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

During the hours of _____ to _____

The: Other parent initiates contact Child(ren) initiates contact

The child(ren) may send/receive email.

The child(ren) may make calls using the computer.

The child(ren) may communicate on the following blogs, internet scrapbooks and/or photo services _____.

The child(ren) may e-mail each parent at the following e-mail addresses:

Mother: _____

Father: _____

The cost associated with maintaining internet online access shall be

Paid by: Mother _____ % Father _____ %

●The parents shall monitor the child(ren)'s use of the computer to insure their safety:

√ Check all that apply

The parents agree to install parental controls on all computers used by the child(ren).

The parents agree that the child(ren)'s computer access will be supervised as follows:

10. COMMUNICATION BETWEEN PARENTS

Parents shall communicate by: *√ Check all that apply*

Telephone In Person E-Mail

Notebook that is transported in child(ren)'s backpack

Text Message Third Party Letter Other: _____

11. CHILD CARE PROVIDERS *√ Check all that apply*

●Child Care Provider means any party other than the parent who is caring for the child(ren).

Parents may individually select appropriate child care providers.

Parents agree the following individuals can be used as child care providers: _____

All child care providers must be agreed upon by both parents.

Each parent must offer the other parent the opportunity to care for the child(ren) before using a child care provider for any period exceeding _____ day(s).

12. CONFLICT RESOLUTION

●Parents will first attempt to cooperatively resolve any disputes that may arise over the terms of this Parenting Plan, outside the presence of their child(ren).

●These provisions are not applicable if immediate court action is required to protect the child(ren) in an emergency situation.

If the parents are unable to reach an agreement, the parents shall: *↓ Check all that apply*

Select a professional to help resolve the issue(s); and

If the parents are unable to mutually agree on a professional, the parents shall use:

Unless otherwise agreed, the professional shall be

Paid by: Mother _____ % Father _____ %

Use mediation to help resolve the issue; and

If the parents are unable to mutually agree on a mediator, the parents shall use:

Unless otherwise agreed during mediation, the mediator shall be

Paid by: Mother _____ % Father _____ %

Other: _____

13. MODIFICATIONS TO THIS AGREEMENT

●This agreement may be modified on a temporary basis provided both parents agree in writing. When the parents do not agree, this agreement remains in effect.

●If both parents agree to make a change to this agreement, such modification must be in writing, signed by both parties and filed with the court.

14. TRANSPORTATION REQUIREMENTS

●All necessary information will accompany the child(ren) including:

- Medicine and dosage in its original packaging
- Homework assignments, school projects and directions
- Social activities with equipment
- Appointments
- Sleep / meal schedules

●During all transportation exchanges neither parent shall display anger, sarcasm or profanity in the presence of the child(ren).

●Required child(ren)'s belongings will be provided to the parent by the transporting parent.

●Each parent shall ensure each child has adequate clothing and personal effects for the duration of the visit with the other parent.

●Each parent shall return each child clean, fed, with the clothes, personal effects and toys they took with them.

↓ Check all that apply

The parent sending the child(ren) to the other parent will provide transportation.

The parent receiving the child(ren) will provide transportation.

All transportation will be provided by the: Mother Father

Exchanges shall occur:

When school is in session, at the school.

When school is not in session, at _____.

- At the parents' home.
- At _____.
- If either parent is more than _____ minutes late, without prior notice, the parent with the child(ren) may make other plans with the child(ren).
- In addition to the parents, the following person(s) may pick up or deliver a child: _____

15. TIME SHARING PLANS:

√Identify the Parents

- Parent A: Mother Father
 Parent B: Mother Father

√Check ONE plan

2/2/3 Plan

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Parent A	Parent A	Parent B	Parent B	Parent A	Parent A	Parent A
Parent B	Parent B	Parent A	Parent A	Parent B	Parent B	Parent B
Parent A	Parent A	Parent B	Parent B	Parent A	Parent A	Parent A
Parent B	Parent B	Parent A	Parent A	Parent B	Parent B	Parent B
Parent A	Parent A	Parent B	Parent B	Parent A	Parent A	Parent A
Parent B	Parent B	Parent A	Parent A	Parent B	Parent B	Parent B

3/2/2 Plan

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Parent A	Parent A	Parent A	Parent B	Parent B	Parent A	Parent A
Parent B	Parent B	Parent B	Parent A	Parent A	Parent B	Parent B
Parent A	Parent A	Parent A	Parent B	Parent B	Parent A	Parent A
Parent B	Parent B	Parent B	Parent A	Parent A	Parent B	Parent B
Parent A	Parent A	Parent A	Parent B	Parent B	Parent A	Parent A
Parent B	Parent B	Parent B	Parent A	Parent A	Parent B	Parent B

2/3/4/5 Plan

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Parent B	Parent A	Parent A	Parent A	Parent A	Parent A	Parent B
Parent B	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B
Parent B	Parent A	Parent A	Parent A	Parent A	Parent A	Parent B
Parent B	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B
Parent B	Parent A	Parent A	Parent A	Parent A	Parent A	Parent B
Parent B	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B

4/3 Plan

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Parent A	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B
Parent A	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B
Parent A	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B
Parent A	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B
Parent A	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B
Parent A	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B

2/2/5/5 Plan

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Parent A	Parent A	Parent B	Parent B	Parent A	Parent A	Parent A
Parent A	Parent A	Parent B	Parent B	Parent B	Parent B	Parent B
Parent A	Parent A	Parent B	Parent B	Parent A	Parent A	Parent A
Parent A	Parent A	Parent B	Parent B	Parent B	Parent B	Parent B

Parent A	Parent A	Parent B	Parent B	Parent A	Parent A	Parent A
Parent A	Parent A	Parent B	Parent B	Parent B	Parent B	Parent B

Alternating Weekend + 2 Midweek

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Parent B	Parent A	Parent B	Parent A	Parent A	Parent A	Parent A
Parent B	Parent A	Parent B	Parent A	Parent B	Parent B	Parent B
Parent B	Parent A	Parent B	Parent A	Parent A	Parent A	Parent A
Parent B	Parent A	Parent B	Parent A	Parent B	Parent B	Parent B
Parent B	Parent A	Parent B	Parent A	Parent A	Parent A	Parent A
Parent B	Parent A	Parent B	Parent A	Parent B	Parent B	Parent B

Alternating Weekend + 1 Midweek

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Parent A	Parent A	Parent B	Parent A	Parent A	Parent A	Parent A
Parent A	Parent A	Parent B	Parent A	Parent B	Parent B	Parent B
Parent A	Parent A	Parent B	Parent A	Parent A	Parent A	Parent A
Parent A	Parent A	Parent B	Parent A	Parent B	Parent B	Parent B
Parent A	Parent A	Parent B	Parent A	Parent A	Parent A	Parent A
Parent A	Parent A	Parent B	Parent A	Parent B	Parent B	Parent B

Alternating Weekend

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Parent A	Parent A	Parent A	Parent A	Parent A	Parent A	Parent A
Parent A	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B
Parent A	Parent A	Parent A	Parent A	Parent A	Parent A	Parent A

A	A	A	A	A	A	A
Parent A	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B
Parent A	Parent A	Parent A	Parent A	Parent A	Parent A	Parent A
Parent A	Parent A	Parent A	Parent A	Parent B	Parent B	Parent B

7/7 Plan

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Parent A	Parent A	Parent A	Parent A	Parent A	Parent A	Parent A
Parent B	Parent B	Parent B	Parent B	Parent B	Parent B	Parent B
Parent A	Parent A	Parent A	Parent A	Parent A	Parent A	Parent A
Parent B	Parent B	Parent B	Parent B	Parent B	Parent B	Parent B
Parent A	Parent A	Parent A	Parent A	Parent A	Parent A	Parent A
Parent B	Parent B	Parent B	Parent B	Parent B	Parent B	Parent B

14/14 Plan

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Parent A	Parent A	Parent A	Parent A	Parent A	Parent A	Parent A
Parent A	Parent A	Parent A	Parent A	Parent A	Parent A	Parent A
Parent B	Parent B	Parent B	Parent B	Parent B	Parent B	Parent B
Parent B	Parent B	Parent B	Parent B	Parent B	Parent B	Parent B
Parent A	Parent A	Parent A	Parent A	Parent A	Parent A	Parent A
Parent A	Parent A	Parent A	Parent A	Parent A	Parent A	Parent A

Other

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Parent __	Parent __	Parent __	Parent __	Parent __	Parent __	Parent __
Parent __	Parent __	Parent __	Parent __	Parent __	Parent __	Parent __
Parent __	Parent __	Parent __	Parent __	Parent __	Parent __	Parent __
Parent __	Parent __	Parent __	Parent __	Parent __	Parent __	Parent __
Parent __	Parent __	Parent __	Parent __	Parent __	Parent __	Parent __
Parent __	Parent __	Parent __	Parent __	Parent __	Parent __	Parent __

16. HOLIDAYS, ACADEMIC BREAKS, SIGNIFICANT DAYS

● **Holiday visitation takes priority over regular weekday or weekend time sharing.**

● **This schedule follows:**

Even if your child(ren) are home schooled, or not in school at this time you must ↓ Check one.

Public school calendar (Specify County) _____

Private school calendar. (Specify School): _____

The calendar is available at: _____

Martin Luther King Jr. Day *School Holiday: Third Monday in January*

The Mother Father shall have parenting contact for this holiday every year.

During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

End of school on last day of classes before the holiday

____ a.m. Saturday morning before the holiday

____ a.m. on the holiday

Ends: Check Ending Time

Beginning of school on first day of classes after the holiday

____ p.m. on the holiday

Presidents' Day *School Holiday: Third Monday in February*

The Mother Father shall have parenting contact for this holiday every year.

During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

End of school on last day of classes before the holiday

____ a.m. Saturday morning before the holiday

____ a.m. on the holiday

Ends: Check Ending Time

Beginning of school on first day of classes after the holiday

____ p.m. on the holiday

Good Friday/Easter *Holiday: March/April*

The Mother Father shall have parenting contact for this holiday every year.

During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

- End of school on last day of classes before the holiday
- ____ a.m. Saturday morning before the holiday.
- ____ a.m. on the holiday

Ends: Check Ending Time

- Beginning of school on first day of classes after the holiday
- ____ p.m. on the holiday

Passover First Night

Holiday: March/April

- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

- End of school on last day of classes before the holiday
- ____ a.m. morning before the holiday
- ____ p.m. evening before the holiday
- ____ a.m. on the holiday

Ends: Check Ending Time

- Beginning of school on first day of classes after the holiday
- ____ p.m. on the holiday
- ____ a.m. morning after the holiday
- ____ p.m. evening after the holiday

Passover Second Night

Holiday: March/April

- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

- End of school on last day of classes before the holiday
- ____ a.m. morning before the holiday
- ____ p.m. evening before the holiday
- ____ a.m. on the holiday

Ends: Check Ending Time

- Beginning of school on first day of classes after the holiday
- ____ p.m. on the holiday
- ____ a.m. morning after the holiday
- ____ p.m. evening after the holiday

Passover Last Night

Holiday: March/April

- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

- End of school on last day of classes before the holiday
- ____ a.m. morning before the holiday
- ____ p.m. evening before the holiday
- ____ a.m. on the holiday

Ends: Check Ending Time

- Beginning of school on first day of classes after the holiday
- ____ p.m. on the holiday
- ____ a.m. morning after the holiday
- ____ p.m. evening after the holiday

Spring Break

Holiday: Defined by School Calendar

- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

- End of school on last day of classes before the holiday
- ____ a.m. Saturday morning before the holiday
- ____ a.m. on the holiday

Ends: Check Ending Time

- Beginning of school on first day of classes after the holiday
- ____ p.m. on the holiday

Memorial Day

Holiday: Last Monday in May

- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

- End of school on last day of classes before the holiday
- ____ a.m. Saturday morning before the holiday
- ____ a.m. on the holiday

Ends: Check Ending Time

- Beginning of school on first day of classes after the holiday
- ____ p.m. on the holiday

Mother's Day

Holiday: Second Sunday in May

Begins: Check Beginning Time

- End of school on last day of classes before Mother's Day
- ____ a.m. Saturday morning before Mother's Day
- ____ a.m. on Mother's Day

Ends: Check Ending Time

- Beginning of school on first day of classes after Mother's Day
- ____ p.m. on Mother's Day

Father's Day

Holiday: Third Sunday in June

Begins: Check Beginning Time

- End of school on last day of classes before Father's Day
- ____ a.m. Saturday morning before Father's Day
- ____ a.m. on Father's day

Ends: Check Ending Time

- Beginning of school on first day of classes after Father's Day
- ____ p.m. on Father's Day

Independence Day

Holiday: 4th of July

- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

- ____ p.m. on the 3rd of July
- ____ a.m. on the 4th of July

Ends: Check Ending Time

- ____ p.m. on the 4th of July
- ____ p.m. on the 5th of July

Labor Day

Holiday: First Monday in September

- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

- End of school on last day of classes before the holiday
- ____ a.m. Saturday morning before the holiday
- ____ a.m. on the holiday

Ends: Check Ending Time

- Beginning of school on first day of classes after the holiday
- ____ p.m. on the holiday

Rosh Hashanah

Holiday: September

- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting time. The other parent has parenting time in odd years.

Begins: Check Beginning Time

- End of school on last day of classes on the day of Rosh Hashanah.
- ____ a.m. on the day of Rosh Hashanah Eve
- ____ p.m. Rosh Hashanah Eve

Ends: Check Ending Time

- Beginning of school on first day of classes after Rosh Hashanah
- ____ p.m. Rosh Hashanah day.
- ____ a.m. after one overnight, if celebrating on first day only.
- ____ p.m. after Rosh Hashanah if celebrating after two overnights

Yom Kippur

Holiday: September

- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

- End of school on last day of classes before Yom Kippur
- ____ a.m. Yom Kippur Eve
- ____ p.m. Yom Kippur Eve

Ends: Check Ending Time

- Beginning of school on first day of classes after Yom Kippur
- ____ p.m. Yom Kippur
- ____ a.m. morning after Yom Kippur
- ____ p.m. morning after Yom Kippur

Columbus Day

School Holiday: Second Monday in October

- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

- End of school on last day of classes before the holiday
- ____ a.m. Saturday morning before the holiday
- ____ a.m. on the holiday

Ends: Check Ending Time

- Beginning of school on first day of classes after the holiday
- ____ p.m. on the holiday

Eid al-Fitr

Holiday: Date varies

- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting

contact in odd years.

Day by day timesharing schedule as follows:

Day 1: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Day 2: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Day 3: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Eid al-Adha

Holiday: Date varies

The Mother Father shall have parenting contact for this holiday every year.

During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Day by day timesharing schedule as follow:

Day 1: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Day 2: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Day 3: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

October 31st

Holiday: 31st of October

The Mother Father shall have parenting contact for this holiday every year.

During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

____ p.m. on 31st of October

Ends: Check Ending Time

____ p.m. on 31st of October

Beginning of school on 1st of November or, if no school 9:00 a.m.

____ a.m. on 1st of November.

Thanksgiving

Holiday: Fourth Thursday in November

The Mother Father shall have parenting contact for this holiday every year.

During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

End of school on last day of classes before the holiday

____ a.m. Wednesday ____ p.m. Wednesday

____ a.m. Thursday ____ p.m. Thursday

Ends: Check Ending Time

Beginning of school on first day of classes after the holiday

____ a.m. Thursday ____ p.m. Thursday

____ a.m. Friday ____ p.m. Friday

____ a.m. Sunday ____ p.m. Sunday

Hanukkah

Holiday: December

The Mother Father shall have parenting contact for this entire holiday every year.

During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Day by day timesharing schedule as follows:

Day 1: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Day 2: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Day 3: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Day 4: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Day 5: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Day 6: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Day 7: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Day 8: Mother ____ a.m. to ____ p.m. Father ____ a.m. to ____ p.m.

Winter Break

Select A or B

- A. During even numbered years, the Mother Father has parenting contact during the half of the Winter break that includes Christmas Day. During odd numbered years, the other parent has the half of the Winter Break that includes Christmas Day.
- B. During even numbered years, the Mother Father has parenting contact during the first half and the other parent shall have the second half of the break. This is reversed in odd years.

First half:

Begins: *√Check Beginning Time*

- End of school on last day of classes before the break
- _____ a.m. Saturday morning after the last day of classes
- _____ a.m. Monday after the last day of classes

Ends: *√Check Ending Time*

If the break has an odd number of days, at 2:00 p.m. on the day after the midpoint date

For example if the break is 13 days, the break ends on $13/2 = 6.5$, so the first half ends at 2:00 p.m. on the 7th day.

If the break has an even number of days, at 8:00 p.m. on the midpoint date

For example if the break is 12 days, the break ends on $12/2 = 6$, so the first half ends at 8:00 p.m. on the 6th day.

Second half:

Begins: *√Check Beginning Time*

If the break has an odd number of days, at 2:00 p.m. on the day after the midpoint date

For example if the break is 13 days, the break ends on $13/2 = 6.5$, so the first half ends at 2:00 p.m. on the 7th day.

If the break has an even number of days, at 8:00 p.m. on the midpoint date.

For example if the break is 12 days, the break ends on $12/2 = 6$, so the first half ends at 8:00 p.m. on the 6th day.

Ends: *√Check Ending Time*

- Beginning of school on first day of classes after the holiday
- _____ p.m. the night before classes resume

December 24th

Holiday: 24th of December

- The child remains where the Winter Break schedule specifies, OR
- The parents shall follow the following schedule:
- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: *√Check Beginning Time*

- The child remains where the Winter Break schedule specifies.
- _____ a.m. on 24th of December
- _____ p.m. on 24th of December

Ends: *√Check Ending Time*

- _____ p.m. on 24th of December
- _____ a.m. on 25th of December

December 25th

Holiday: 25th of December

- The child remains where the Winter Break schedule specifies, OR
- The parents shall follow the following schedule:
- The Mother Father shall have parenting contact for this holiday every year.
- During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: $\sqrt{\text{Check Beginning Time}}$

The child remains where the Winter Break schedule specifies.

____ a.m. on 25th of December

____ p.m. on 25th of December

Ends: $\sqrt{\text{Check Ending Time}}$

____ p.m. on 25th of December

____ a.m. on 26th of December

Kwanza

Holiday: December 26/January 1

The Mother Father shall have parenting contact for this holiday every year

During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Day by day timesharing schedule as follows:

Note: The last day of this holiday may conflict with New Year's and Winter Break selection.

Dec. 26: Mother: ____ a.m. to ____ p.m. Father: ____ a.m. to ____ p.m.

Dec. 27: Mother: ____ a.m. to ____ p.m. Father: ____ a.m. to ____ p.m.

Dec. 28: Mother: ____ a.m. to ____ p.m. Father: ____ a.m. to ____ p.m.

Dec. 29: Mother: ____ a.m. to ____ p.m. Father: ____ a.m. to ____ p.m.

Dec. 30: Mother: ____ a.m. to ____ p.m. Father: ____ a.m. to ____ p.m.

Dec. 31: Mother: ____ a.m. to ____ p.m. Father: ____ a.m. to ____ p.m.

Jan. 01: Mother: ____ a.m. to ____ p.m. Father: ____ a.m. to ____ p.m.

New Year's

Holiday: December 31 /January

The Mother Father shall have parenting contact for this holiday every year.

During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Note: This holiday may conflict with the last day of Kwanza.

Begins: $\sqrt{\text{Check Beginning Time}}$

____ a.m./ ____ pm New Year's Eve

____ a.m./ ____ p.m. New Year's Day

Ends: $\sqrt{\text{Check Ending Time}}$

____ p.m. New Year's Day

Mother's Birthday

Specify Date: _____

Begins: $\sqrt{\text{Check Beginning Time}}$

____ p.m. on Mother's Birthday.

Ends: $\sqrt{\text{Check Ending Time}}$

____ p.m. on Mother's Birthday

____ a.m. the day after the Mother's birthday or at the start of classes the day after the Mother's birthday

Father's Birthday

Specify Date: _____

Begins: $\sqrt{\text{Check Beginning Time}}$

____ p.m. on Father's Birthday

Ends: $\sqrt{\text{Check Ending Time}}$

____ p.m. on Father's Birthday

____ a.m. the day after the Father's birthday or at the start of classes the day after the Father's birthday

Child(ren)'s Birthday

The Mother Father shall have parenting contact for this holiday every year

During even numbered years, the Mother Father has parenting contact. The other parent has parenting contact in odd years.

Begins: Check Beginning Time

____ a.m. Child(ren)'s Birthday

(Specify Child(ren)'s Name and Date)

- _____ p.m. Child(ren)'s Birthday _____
- Ends:** Check Ending Time _____
- _____ a.m. Child(ren)'s Birthday _____
- _____ p.m. Child(ren)'s Birthday _____
- _____ a.m. Child(ren)'s the day after the birthday _____

Other Significant Dates: Date: _____
Begins: _____
Ends: _____

Other Significant Dates: Date: _____
Begins: _____
Ends: _____

Other Significant Dates Date: _____
Begins: _____
Ends: _____

EASY REFERENCE CHART:

Write Father or Mother only in the periods that apply.

For specific days and times see above.

	Even Years	Odd Years	Every Year
Martin Luther King, Jr. Day			
Presidents' Day			
Good Friday - Easter			
Passover 1st Night			
Passover 2nd Night			
Passover Last Night			
Spring Break			
Memorial Day			
Mother's Day			
Father's Day			
Independence Day			
Labor Day			
Rosh Hashanah			
Yom Kippur			
Columbus Day			
Eid al-Fitr Day 1			
Eid al-Fitr Day 2			
Eid al-Fitr Day 3			
Eid al-Adha Day 1			
Eid al-Adha Day 2			
Eid al-Adha Day 3			
October 31st			
Thanksgiving			
Hanukkah Day 1			
Hanukkah Day 2			
Hanukkah Day 3			
Hanukkah Day 4			
Hanukkah Day 5			

Hanukkah Day 6			
Hanukkah Day 7			
Hanukkah Day 8			
Winter Break - A			
Winter Break - B			
December 24 th			
December 25 th			
Kwanza Dec. 26 th			
Kwanza Dec. 27 th			
Kwanza Dec. 28 th			
Kwanza Dec. 29 th			
Kwanza Dec. 30 th			
Kwanza Dec. 31 st			
Kwanza Jan. 1 st			
New Year's			
Mother's Birthday			
Father's Birthday			
Child(ren)'s Birthday			
Child(ren)'s Birthday			
Child(ren)'s Birthday			
Child(ren)'s Birthday			
Child(ren)'s Birthday			
Other Holiday			
Other Holiday			
Other Holiday			

17. SUMMER TIME SHARING CONTACT *√Check all that apply*

● **The summer period is defined as starting on the last day of regularly scheduled classes of one school year and ending on the first day of regularly scheduled classes of the next school year.**

- The parents will keep the ongoing parent contact schedule during summer breaks.
- The parents shall equally share the summer period.
 - Every year the minor child(ren) will spend the first half of the summer with:
 - Mother Father
 - Every year the minor child(ren) will spend the second half of the summer with:
 - Mother Father
 - The minor child(ren) will spend the first half of the summer in all even numbered years with:
 - : Mother Father
 - The minor child(ren) will spend the first half of the summer in all even numbered years with:
 - : Mother Father.
- If the child(ren) attend camps, the costs and efforts shall be paid by the:
 - Mother _____%. Father _____%.
 - Parent who maintains the care of child(ren).
 - Parent receiving child support (*costs included in guideline calculations*).

18. VACATION PERIODS ✓*Check all that apply*

- Either parent may travel with the child(ren) during the parenting contact.
- Each parent may have _____ consecutive days each year for vacation periods with the minor child(ren) each summer break. Such vacation periods may not interfere with the minor child(ren)'s academic calendar and the parents shall not remove the child from school for such vacation.
- All summer vacation periods must be scheduled no later than the Spring Break immediately preceding the summer break.
- Out of state travel:
 - Is permitted when notice is provided to the other parent _____ days in advance. Such notice shall provide the child(ren)'s itinerary, travel mode, address and contact numbers.
 - Is not permitted without the prior written consent of the other parent. Such consent shall provide the child(ren)'s itinerary, travel mode, address and contact numbers.
- Out of country travel:
 - Is permitted when notice is provided to the other parent _____ days in advance. Such notice shall provide the child(ren)'s itinerary, travel mode, address and contact information is provided for each destination of travel..
 - Is not permitted without the prior written consent of the other parent. Such consent shall provide the child(ren)'s itinerary, travel mode, address and contact numbers.
 - Travel is permitted only to countries that are signatory members of the Hague Convention on Civil Aspects of Child Abduction.
 - If the other parent travels to such a country that is not a member of the Hague Convention, they shall provide the non-traveling parent an open ended round trip airline ticket in case the child(ren) are not returned.

19. OPTIONAL ITEMS TO CONSIDER

If the parents wish to add additional items to their parenting plan, please specify below:

For Example:

Names - Do the parents agree that only they are to be called "mother" or "father" or like names?

Driving - Do the parents agree when the child will drive (cars, motorcycles, ATV's)?

Employment - Do the parents consent to employment of the child?

Passports- Do the parents agree the child(ren) can or cannot get a passport?

Images of the child(ren) -Are there any restrictions on the child(ren)'s images on internet sites, Myspace, Facebook, etc?

Cosmetic Surgery/Tattoos/Piercing/Body- Do the parents consent to these?

Extended Family - Do the parents want access for extended family members?

Special Events - Are there special family events that need to be agreed upon by the parents?

No Contact - Do the parents want to prevent the child's contact with any third parties?

A. Before _____
the parents must: Notify the other parent Agree Agree in Writing.

B. Before _____
the parents must: Notify the other parent Agree Agree in Writing.

C. Before _____

- the parents must: Notify the other parent Agree Agree in Writing.
- D. Before _____
 the parents must: Notify the other parent Agree Agree in Writing.
- E. Before _____
 the parents must: Notify the other parent Agree Agree in Writing.
- F. Before _____
 the parents must: Notify the other parent Agree Agree in Writing.
- G. Before _____
 the parents must: Notify the other parent Agree Agree in Writing.

20. DEPENDENCY EXEMPTION

The dependency exemption for the minor child(ren) shall be assigned to:

- The Mother
- The Father
- The Mother in even numbered years, and the Father in odd number years
- The Father in even number years, and the Mother in odd number years
- Divided evenly between the Mother and the Father
- Other: _____

21. OTHER

PARENT INFORMATION

 PRINT MOTHER'S NAME

 STREET ADDRESS

 CITY, STATE AND ZIP CODE

 HOME PHONE

 WORK PHONE

 CELL PHONE

SUBSTITUTE ADDRESS: CHECK BOX IF YOU
 HAVE WRITTEN SOMEONE ELSE'S ADDRESS
 BECAUSE YOU FEAR HARASSMENT OR HARM.

 SUBSTITUTE PHONE NUMBER

 PRINT FATHER'S NAME

 STREET ADDRESS

 CITY, STATE AND ZIP CODE

 HOME PHONE

 WORK PHONE

 CELL PHONE

SUBSTITUTE ADDRESS: CHECK BOX IF YOU HAVE WRITTEN SOMEONE ELSE'S ADDRESS BECAUSE YOU FEAR HARASSMENT OR HARM.

SUBSTITUTE PHONE NUMBER

By signing this Parenting Plan, I confirm that I have read all of the pages and any attachments, I understand it and I believe that it is in the best interest of my child(ren). I am freely and voluntarily entering into this Agreement and I request that the Judge approve it.

Date Signed: _____

Signature of Mother

Witness

Witness

Address

Address

STATE OF FLORIDA
COUNTY OF _____

I HEREBY CERTIFY that on this day personally appeared before me, an officer duly authorized to administer oaths and take acknowledgements, _____ (MOTHER'S NAME), to me well known to be the person described in or who produced a Florida Driver's License as identification, who executed the foregoing Parenting Plan and acknowledged before me that she executed the same freely and voluntarily and for the purpose therein expressed. WITNESS my hand and official seal in the County and state last aforesaid this ____ day of _____, 2____.

Notary Seal:

Notary Signature: _____

By signing this Parenting Plan, I confirm that I have read all of the pages and any attachments, I understand it and I believe that it is in the best interest of my child(ren). I am freely and voluntarily entering into this Agreement and I request that the Judge approve it.

Date Signed: _____

Signature of Father

Witness

Witness

Address

Address

STATE OF FLORIDA
COUNTY OF _____

I HEREBY CERTIFY that on this day personally appeared before me, an officer duly authorized to administer oaths and take acknowledgements, _____ (FATHER'S NAME), to me well known to be the person described in or who produced a Florida Driver's License as identification, who executed the foregoing Parenting Plan and acknowledged before me that he executed the same freely and voluntarily and for the purpose therein expressed. WITNESS my hand and official seal in the County and state last aforesaid this ____ day of _____, 2____.

Notary Seal:

Notary Signature: _____