

Court Order 1

IN THE COURT OF COMMON PLEAS OF \_\_\_\_\_ COUNTY, OHIO  
\_\_\_\_ JUVENILE DIVISION      \_\_\_\_ DOMESTIC RELATIONS DIVISION

Case No.: \_\_\_\_\_

Motion and Order to Review  
Family File

**MOTION TO REVIEW FAMILY FILE**

The undersigned does hereby request an order that will allow inspection and review of the family file in this case. The undersigned does hereby acknowledge that he/she is either a party in the proceeding, attorney, or a county CSEA representative and a proper person to review the family file in accord with Court Rule 10.03(F).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Signature

\_\_\_\_\_  
Title (Circle) Party/Attorney/CSEA

**ORDER TO ALLOW REVIEW OF FAMILY FILE**

The motion of \_\_\_\_\_ to review the Family File in this case came on for consideration by the court. The court finds that the movant is a proper party to review the family file as set forth in Court Rule 10.03(F).

It is therefore ORDERED that the Clerk of Court shall permit \_\_\_\_\_ upon proper identification to review the Family File in this proceeding, subject to the following:

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

\_\_\_\_\_  
Judge / Magistrate

Court Order 2

IN THE COURT OF COMMON PLEAS OF \_\_\_\_\_ COUNTY, OHIO  
\_\_\_\_\_ Juvenile Division \_\_\_\_\_ Domestic Relations Division

Case No.

Order for Extraordinary Court Appointed  
Counsel or Cuardian ad Litem Fees

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This matter came on for consideration of the Motion for Approval of Appointed Counsel Fees and Expenses filed herein on \_\_\_\_\_.

**Findings**

Upon review of the motion and the record herein, the Court makes the following findings:

1. In this matter, attorney \_\_\_\_\_ was appointed to represent (was appointed as guardian ad litem for) \_\_\_\_\_, on \_\_\_\_\_, 20\_\_\_\_.

It was necessary for him/her to spend a considerable amount of time updating himself/herself about the case, meeting with his/her client [the child(ren)] and preparing for and attending \_\_\_\_\_  
\_\_\_\_\_.

2. The time spent by Mr./Ms. \_\_\_\_\_ on this case through \_\_\_\_\_, 20\_\_\_\_, was reasonable and necessary to appropriately represent his/her client [act as guardian ad litem for the child(ren)]. Therefore, extraordinary fees are appropriate.

**Order**

Now, therefore, based upon the findings set out above, it is hereby **ORDERED** as follows:

**First:** The billing submitted by Mr./Ms. \_\_\_\_\_ in the amount of \$\_\_\_\_\_ is hereby approved as reasonable and necessary for representation of (acting as guardian ad litem for) \_\_\_\_\_ through \_\_\_\_\_, 20\_\_\_\_ and, therefore, even though the amount is extraordinary, the same should be paid.

**Second:** As to all other matters, this Court's former orders shall remain in full force and effect.

\_\_\_\_\_  
Judge/Magistrate

**Certification**

The undersigned hereby certifies that on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, copies of this Judgment Entry were served upon \_\_\_\_\_ by ordinary United States mail.

\_\_\_\_\_

Court Order 3

IN THE COURT OF COMMON PLEAS OF \_\_\_\_\_ COUNTY, OHIO  
\_\_\_\_\_ Juvenile Division \_\_\_\_\_ Domestic Relations Division

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

JUDGE \_\_\_\_\_

**ORDER APPOINTING GUARDIAN AD LITEM**

\* \* \* \* \*

\_\_\_\_\_ having moved for the appointment of a guardian ad litem, and it appearing that appointment of a guardian ad litem is essential to protect the interests of the minor child(ren); it is hereby

**ORDERED**, that \_\_\_\_\_; be and hereby is appointed guardian ad litem for the minor child(ren) \_\_\_\_\_

\_\_\_\_\_ ; it is further

**ORDERED**, that upon presentation of a copy of this order to any agency, hospital, physician, chiropractor, optometrist, dentist, nurse or other medical, dental or optical practitioner, psychologist, psychiatrist, or other mental health practitioner, organization, school, person, or office including, but not limited to, the Clerk of this Court, human services agencies, public children services agencies, private child placing agencies, health departments, juvenile courts, and juvenile probation departments, the guardian ad litem shall be permitted to inspect and copy any records relating to the child(ren)/parent and/or to confer with any and all professionals who may provide information relative to said minor child(ren)/parent with respect to issues pending before this Court without the consent of the child(ren) or parent(s); it is further

**ORDERED**, that the guardian ad litem appointed to this cause shall maintain any information received from any such source as confidential, and will not disclose the same except to report to the Court or as the Court directs or law permits; it is further

**ORDERED**, that the guardian ad litem shall be given notice of and shall appear at all hearings or proceedings scheduled in this cause and assure proper representation of the child(ren) at said hearings; unless excused or otherwise indicated by the Court; it is further

**ORDERED**, that the guardian ad litem shall be notified of any hearings, reviews, investigations, depositions, or other proceedings concerning the child(ren) and shall be entitled to attend the same; it is further

**ORDERED** that the guardian ad litem shall be notified prior to any change being made in the child(ren)'s residential placement and/or case plan by any party, except those actions taken to prevent immediate or threatened physical or emotional harm to the child(ren) as provided in 2151.41.2, in which case the guardian ad litem must be notified before the end of the next business day after the change is made; it is

**ORDERED** that the GAL shall charge at the rate of \_\_\_\_\_ per hour for his/her services.

**ORDERED** that fees for said guardian ad litem shall be taxed as follows: \_\_\_\_\_

\_\_\_\_\_  
Date  
Approved: \_\_\_\_\_

\_\_\_\_\_  
Judge/Magistrate  
\_\_\_\_\_

CERTIFICATION:

A copy of this order was hand-delivered or mailed to counsel of the parties or to the parties without counsel and to the guardian ad litem this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_. [Receipt of a copy of this order was waived by the parties and/or counsel.]

\_\_\_\_\_

COURT ORDER 4

IN THE COURT OF COMMON PLEAS OF \_\_\_\_\_ COUNTY, OHIO  
\_\_\_\_ Domestic Relations Division      \_\_\_\_ Juvenile Division

Case No. \_\_\_\_\_

Order For Investigation (Home Study)

\*\*\*\*\*

Upon motion of the \_\_\_\_\_ and for good cause shown, it is hereby ORDERED that \_\_\_\_\_ shall complete an investigation as to the character, family relations, past conduct, earning ability and financial worth of the parties to this action and that a report shall be made of said investigation providing recommendations relative to the allocation of parental rights and responsibilities and parenting time for the child(ren), \_\_\_\_\_.

Upon completion, said report shall be provided by \_\_\_\_\_ to this Court not less than seven days before trial and the Court will forward copies thereof to counsel of record. Counsel shall not provide a copy of the report to his or her client or allow the client to read the portions thereof pertaining to anyone but the client specifically; however, counsel may discuss the contents of the report with the client.

In order to facilitate the completion of the investigation and the report thereof, the parties shall immediately schedule appointments with \_\_\_\_\_ for themselves and the child(ren) and shall keep all appointments scheduled. In addition, the parties shall sign and deliver any requested releases of information presented to them by \_\_\_\_\_ and shall cooperate with \_\_\_\_\_ in order to ensure that the investigation and report are completed expeditiously.

Finally, the costs and the fees for the investigation and the report thereof shall be paid as follows: \_\_\_\_\_

\_\_\_\_\_  
Judge/Magistrate

Approved: \_\_\_\_\_

CERTIFICATION: A copy of this Order was hand-delivered or mailed to \_\_\_\_\_, to counsel of the parties or to the parties without counsel this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

COURT ORDER 5

IN THE COURT OF COMMON PLEAS OF \_\_\_\_\_ COUNTY, OHIO  
\_\_\_\_\_ Domestic Relations Division \_\_\_\_\_ Juvenile Division

Case No.: \_\_\_\_\_

**Order For Forensic Evaluations as to the  
Allocation of Parental Rights and  
Parenting Time**

\*\*\*\*\*

Upon motion of the \_\_\_\_\_ and for good cause shown, it is hereby ORDERED that the parties, \_\_\_\_\_, and the minor child(ren), \_\_\_\_\_, submit to forensic evaluations to be conducted by \_\_\_\_\_, and that a report be made of said evaluations providing recommendations relative to the allocation of parental rights and responsibilities and parenting time for the children.

Upon completion, said report shall be provided by Dr. \_\_\_\_\_ to this Court and the Court will forward copies thereof to counsel of record. Counsel shall not provide a copy of the report to his or her client or allow the client to read the portions thereof pertaining to anyone but the client specifically; however, counsel may discuss the contents of the report with the client.

In order to facilitate the completion of the evaluations and the report thereof, the parties shall immediately schedule appointments with Dr. \_\_\_\_\_ for themselves and the children and shall keep all appointments scheduled. In addition, the parties shall sign and deliver any requested releases of information presented to them by Dr. \_\_\_\_\_ and shall cooperate with Dr. \_\_\_\_\_ in order to ensure that the evaluations and report are completed expeditiously.

Finally, the costs and the fees for the evaluations and the report thereof shall be paid as follows: \_\_\_\_\_

\_\_\_\_\_  
Judge / Magistrate

Approved: \_\_\_\_\_

**CERTIFICATION:** A copy of this Order was hand-delivered or mailed to Dr. \_\_\_\_\_, to counsel of the parties or to the parties without counsel this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

COURT ORDER 6

COURT OF COMMON PLEAS OF \_\_\_\_\_ COUNTY, OHIO

\_\_\_\_\_ Juvenile Division

\_\_\_\_\_ Probate Division

\_\_\_\_\_ Domestic Relations Division

\_\_\_\_\_ General Division

Case No.: \_\_\_\_\_

Application and Order to  
Prepare Transcript

APPLICATION

Applicant hereby requests that a transcript of the \_\_\_\_\_  
hearing held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_ am/pm  
before Judge/Magistrate \_\_\_\_\_ be prepared.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Typed or Printed Name of Applicant

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State, Zip Code

(\_\_\_\_\_) - \_\_\_\_\_  
Phone Number including area code

\_\_\_\_\_  
Attorney Registration Number

ORDER

It is the order of this court that a transcript of the above hearing be prepared. All costs to be paid by applicant directly to the court reporter. The court reporter will require a deposit. This deposit must be paid directly to the court reporter. Failure to timely pay the deposit or any additional fees or costs charged by the court reporter may result in sanctions being issued by the court against the applicant that ordered the transcript.

\_\_\_\_\_  
Judge/Magistrate