

ATTORNEY OR PARTY WITHOUT AN ATTORNEY (Name, State Bar number, and address): NAME: ADDRESS: CITY, STATE, ZIP: TELEPHONE NO: FAX NO. (Optional): EMAIL ADDRESS (Optional): ATTORNEY FOR (Name):	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA COUNTY OF SANTA CRUZ 1 Second Street, Room 300 Watsonville, CA 95076 Watsonville Branch	
PLAINTIFF/PETITIONER: DEFENDANT/RESPONDENT: OTHER PARENT/CLAIMANT:	
DECLARATION REGARDING SERVICE OF REQUEST TO RESCHEDULE A HEARING (FL-306 OR FL-307)	CASE NUMBER:

In accordance with Local Rule of Court 3.1.16, the FL-306 or FL-307 and this form must be submitted to the Court no later than 5 **COURT** days before the scheduled court date.

A copy of your request to continue **MUST** be served before filing with the Court in compliance with family law ex parte rules.

- You must tell the other party or their attorney about your request by 10 a.m. the court day before you file.
- A copy of your request must be given to the other party or their attorney by 3:00 p.m. the court day before you file your request.

1. I am (specify) attorney for petitioner respondent other parent/party
 not a party in the case (name and title/relationship to party): _____

2. I served a copy of the FL-306 FL-307 to request to reschedule the court date currently set for:
 Date: _____ Time: _____ a.m. p.m. Dept: _____ at the address of the court noted above.

3. I served a copy of the FL-306 FL-307 on:

a. petitioner petitioner’s attorney
 respondent respondent’s attorney
 other parent/party other parent’s/party’s attorney

b. Documents were served on (date): _____ at (time): _____ a.m. p.m.
 personally at (location): _____

by electronic service:
 email to (email address): _____
 Text message to (phone number): _____

mailed a copy to (address): _____

Other (specify): _____

PLAINTIFF/PETITIONER: DEFENDANT/RESPONDENT:	CASE NUMBER:
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4. I notified the other party or other party's attorney that I am making an Ex Parte request on (date): _____ at 1:00 p.m. at the Watsonville Courthouse located on the 3rd floor at 1 Second Street, in Watsonville, CA to reschedule the previously set hearing. I informed them that they must respond in writing if they do not agree with my request and that their response is due by 10:00 a.m. the same day my request to continue is being heard by the court.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
Date: _____

Print name: _____ Signature: _____