

**INFORMATION FOR FILING A DIVORCE “PRO SE” IN THE DISTRICT CLERK’S OFFICE OF BLANCO COUNTY**

**THE DISTRICT CLERK’S OFFICE DOES NOT SUPPLY FORMS NECESSARY TO FILE FOR DIVORCE. WE ARE NOT ATTORNEYS AND ARE LEGALLY PROHIBITED FROM GIVING ANY LEGAL ADVICE.**

If you intend to represent yourself “Pro Se” (without the assistance of an attorney) you must have knowledge to prepare and file the necessary pleadings and present/prove up your cause to the Court.

The only suggestion or advise that we can offer is that you purchase a book on “How to do your Divorce in Texas” or go to a Law Library to research the necessary information or see an attorney or check the following websites: [www.tyla.org/family\\_law.html](http://www.tyla.org/family_law.html) or [www.texaslawhelp.org/TX/index.cfm](http://www.texaslawhelp.org/TX/index.cfm) .

**PROCEDURES FOR FILING PRO SE DIVORCE**

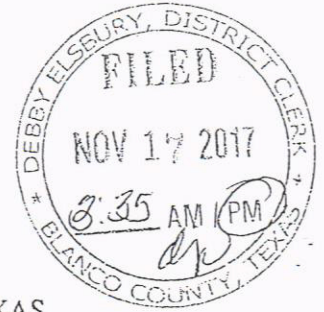
1. Bring your original petition and 2 copies to the District Clerk’s office to be filed. **The Standing Order Regarding Property and Conduct of Parties in Divorce and Suits Affecting the Parent-child Relationship (See Attachment A) MUST be attached to your original petition for divorce before it can be filed with the Clerk.** You will also be required to complete **the vital statistics VS-165 form (See Attachment B ) & the Notice of Pro Se form (See Attachment C-1)** at the time you file your original petition.
2. The filing fees are:                    Divorce where spouse signs a waiver .....\$ 278.00 **or**  
   Divorce with a citation & service in Blanco County .....\$ 346.00 -        Due at the time of filing.
3. Your petition will be filed and assigned a cause number and court. Please have this information available when contacting our office concerning your case. The District Clerk’s Office phone number is 830-868-0973. Our hours are 8:00 AM to 4:30 PM.
4. Pursuant to the standing order amended on January 10, 2007 (**See Attachment D & D-1**),
  - In ALL suits affecting parent-child relationship filed on or after July 1, 1998, in Blanco County, Texas, involving children under the age of 18, **all parties** shall successfully complete a seminar that addresses the issues confronting children that are the subject of divorce, custody and child support litigation. Each party is responsible for payment of the appropriate fee.
  - The seminar shall be attended within 30 days of service of the original petition upon the original respondent.
  - A party’s failure to attend the seminar pursuant to this rule could result in contempt, sanctions, postponement of the final hearing and entry of a final decree.
  - For good cause shown the judge may waive the attendance requirement in individual cases.
  - **Information on this required seminar is available in the District Clerk’s Office or the website [www.kidsfirsttexas.com](http://www.kidsfirsttexas.com) (Attachment D-1)**
5. **The petition must be on file for at least 60 days BEFORE** the final hearing can be held.
6. **AFTER the 60 days have expired and you have completed steps 1 through 4**, you may contact Shelia Stewart, the 33<sup>rd</sup> /424<sup>th</sup> District Court Administrator at 512-756-5436 or [33424districtcourt@dcourttx.org](mailto:33424districtcourt@dcourttx.org), to set a date to appear before the court to have your Decree of Divorce entered into record and finalized. This is normally referred to as your final hearing.
7. When you come to the courthouse for your final hearing bring you Original Decree of Divorce and 2 copies. Certified Copies of the final Decree of Divorce are available after your decree has been entered into the record. The cost for a certified copy is \$1 per page.
8. Report to the **Blanco County District Courtroom at 101 E. Cypress Street, Johnson City, Texas 78636** and wait for the Court to call your case. **The Judge cannot assist you with your divorce. You must know how to present/prove up your case before the court.**
9. **If you or your spouse will be receiving child support, you must return to the District Clerk’s Office immediately after your final hearing and give the required information (See Attachment E)** to set up a child support account that will be used to collect and disburse child support payments through the State Disbursement Unit in San Antonio.

WE ARE SORRY THAT WE CANNOT LEGALLY HELP YOU WITH ANY ADDITIONAL INFORMATION, BUT PLEASE CALL OUR OFFICE AT 830-868-0973 FOR INFORMATION/QUESTIONS REGARDING THESE INSTRUCTIONS.

THANK YOU,

DEBBY ELSBURY, DISTRICT CLERK  
BLANCO, COUNTY, TEXAS

12/10/2019



IN THE 33<sup>rd</sup> AND 424<sup>th</sup> JUDICIAL DISTRICT COURTS  
OF BLANCO, BURNET, LLANO AND SAN SABA COUNTY, TEXAS

AMENDED ADMINISTRATIVE ORDER  
Effective November 7, 2017

STANDING ORDER REGARDING  
PROPERTY  
AND CONDUCT OF PARTIES IN DIVORCE  
AND SUITS AFFECTING THE PARENT-  
CHILD

**STANDING ORDER REGARDING PROPERTY AND CONDUCT OF PARTIES  
IN DIVORCE AND SUITS AFFECTING THE PARENT- CHILD  
RELATIONSHIP**

No party to this lawsuit has requested this order. Rather, this order is a standing order of the 33<sup>rd</sup> and 424<sup>th</sup> Judicial District Courts that applies in every divorce suit and every suit affecting the parent-child relationship filed in the counties of Burnet, Blanco, Llano and San Saba Counties ("District Courts"). The District Courts have adopted this order because the parties and their children should be protected and their property preserved while the lawsuit is pending before the court. Therefore, it is **ORDERED**:

1. **NO DISRUPTION OF CHILDREN.** Both parties are **ORDERED** to refrain from doing the following acts concerning any children who are subjects of this case:
  - a. Removing the children from the State of Texas, acting directly or in concert with others, without the written agreement of both parties or an order of this Court.
  - b. Disrupting or withdrawing the children from the school or day-care facility where the children are presently enrolled, without the written agreement of both parents or an order of this Court.
  - c. Hiding or secreting the children from the other parent or changing the children's current place of abode, without the written agreement of both parents or an order of this Court.
  - d. Disturbing the peace of the children.
  - e. The parties further shall abide by the spirit as well as the letter of the "Children's Bill of Rights" attached hereto and made a part of this Order.
2. **CONDUCT OF THE PARTIES DURING THE CASE.** Both parties are **ORDERED** to refrain from doing the following acts:
  - a. Using vulgar, profane, obscene, or indecent language, or a course or offensive manner, to communicate with the other party, whether in person, by telephone or in writing.
  - b. Threatening the other party in person, by telephone, or in writing to take unlawful action against any person.

- c. Placing one or more telephone calls, at an unreasonable hour, in an offensive or repetitious manner, without a legitimate purpose of communication, or anonymously.
- d. Opening or diverting mail addressed to the other party

3. **PRESERVATION OF PROPERTY AND USE OF FUNDS DURING DIVORCE CASE.** If this is a divorce case, both parties to the marriage are ORDERED to refrain from doing the following acts:

- a. Destroying, removing, concealing, encumbering, transferring, or otherwise harming or reducing the value of the property of one or both of the parties.
- b. Misrepresenting or refusing to disclose to the other party or to the Court, on proper request, the existence, amount, or location of any property of one or both of the parties.
- c. Damaging or destroying the tangible property of one or both of the parties, including any document that represents or embodies anything of value.
- d. Tampering with the tangible property of one or both of the parties, including any document that represents or embodies anything of value, and causing pecuniary loss to the other party.
- e. Selling, transferring, assigning, mortgaging, encumbering, or in any other manner alienating any of the property of either party, whether personal property or real estate property, and whether separate or community, except as specifically authorized by this order.
- f. Incurring any indebtedness, other than legal expenses in connection with this suit, except as specifically authorized by this order.
- g. Making withdrawals from any checking or savings account in any financial institution for any purpose, except as specifically authorized by this order.
- h. Spending any sum of cash in either party's possession or subject to either party's control for any purpose, except as specifically authorized by this order.
- i. Withdrawing or borrowing in any manner for any purpose from any retirement, profit-sharing, pension, death, or other employee benefit plan or employee savings plan or from any individual retirement account or Keogh account, except as specifically authorized by this order.

- j. Signing or endorsing the other party's name on any negotiable instrument, check, or draft, such as tax refunds, insurance payments, and dividends, or attempting to negotiate any negotiable instrument payable to the other party without the personal signature of the other party.
  - k. Taking any action to terminate or limit credit or change cards in the name of other party.
  - l. Entering, operating, or exercising control over the motor vehicle in the possession of the other party.
  - m. Discontinuing or reducing the withholding for federal income taxes on wages or salary while this suit is pending.
  - n. Terminating or in any manner affecting the service of water, electricity, gas, telephone, cable television, or other contractual services, such as security, pest control, landscaping, or yard maintenance at the other party's residence or in any manner attempting to withdraw any deposits for service in connection with such services.
4. **PERSONAL AND BUSINESS RECORDS IN DIVORCE CASE.** If this is a divorce case, both parties to the marriage are ORDERED to refrain from doing the following acts:
- a. Concealing or destroying any family records, property records, financial records, business records or any records of income, debts, or other obligations.
  - b. Falsifying any writing or record relating to the property of either party.
  - c. "Records" include e-mail or other digital or electronic data, whether stored on a computer hard drive, diskette or other electronic storage device.
5. **INSURANCE IN DIVORCE CASE.** If this is a divorce case, both parties to the marriage are ORDERED to refrain from doing the following acts:
- a. Withdrawing or borrowing in any manner all or any part of the cash surrender value of life insurance policies on the life of either party, except as specifically authorized by this order.
  - b. Changing or in any manner altering the beneficiary designation on any life insurance on the life of either party of the parties' children.
  - c. Canceling, altering, or in any manner affecting any casualty, automobile, or health insurance policies insuring the parties' property of persons including the parties' minor children.

6. **SPECIFIC AUTHORIZATIONS IN DIVORCE CASE.** If this is a divorce case, both parties to the marriage are specifically authorized to do the following:

- a. To engage in acts reasonable and necessary to the conduct of that party's usual business and occupation. To make expenditures and incur indebtedness for reasonable attorney's fees and expenses in connection with this suit.
- b. To make expenditures and incur indebtedness for reasonable and necessary living expenses for food, clothing, shelter, transportation and medical care.
- c. To make withdrawals from accounts in financial institutions only for the purposes authorized by this order.

7. **SERVICE AND APPLICATION OF THIS ORDER.**

- a. The Petitioner shall attach a copy of this order to the original petition and to each copy of the petition. At the time the petition is filed, if the Petitioner has failed to attach a copy of this order to the petition and any copy of the petition, the Clerk shall ensure that a copy of this order is attached to the petition and every copy of the petition presented.
- b. This order is effective upon the filing of the original petition and shall remain in full force and effect as a temporary restraining order for fourteen days after the date of the filing of the original petition. If no party contests this order by presenting evidence at a hearing on or before fourteen days after the date of the filing of the original petition, this order shall continue in full force and effect as a temporary injunction until further order of the court. This entire order will terminate and will no longer be effective once the court signs a final order.

8. **EFFECT OF OTHER COURT ORDERS.** If any part of this order is different from any part of a protective order that has already been entered or is later entered, the protective order provisions prevail. Any part of this order not changed by some later order remains in full force and effect until the court signs a final decree.

9. **PARTIES ENCOURAGED TO MEDIATE.** The parties are encouraged to settle their disputes amicably without court intervention. The parties are encouraged to use alternative dispute resolution methods, such as mediation, to resolve the conflicts that may arise in this lawsuit.

10. **PARTIES SHALL NOT REQUEST A TEMPORARY RESTRAINING ORDER OR TEMPORARY ORDERS HEARING FOR MATTERS ADDRESSED IN THIS STANDING ORDER. TEMPORARY ORDERS HEARINGS WILL BE**

CONDUCTED ONLY FOR MATTERS NOT ADDRESSED IN THIS STANDING ORDER AND WILL BE LIMITED IN TIME AT THE COURT'S DISCRETION.

11. NO DISRUPTION OF CHILDREN. All parties are ORDERED to refrain from doing the following acts concerning any child/children who are subject to this cause:

- a. If this is an original divorce action or any other suit affecting parent-child relationship in which one or both parents are unmarried, allowing anyone with whom the party has a dating relationship (excluding current spouses) to be in the same dwelling or on the same premises overnight while in possession of the child/children. Overnight is defined from 10:00 p.m. until 7:00 a.m.

12. THIS STANDING ORDER REGARDING CHILDREN, PROPERTY AND CONDUCT OF THE PARTIES SHALL BECOME EFFECTIVE ON November 7, 2017.

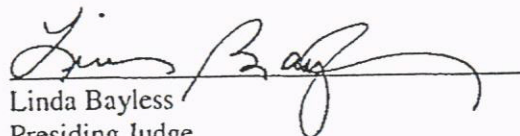
Signed on November 16<sup>th</sup> 2017



J. Allan Garrett  
Presiding Judge  
33<sup>rd</sup> Judicial District



Evan Stubbs  
Presiding Judge  
424<sup>th</sup> Judicial District



Linda Bayless  
Presiding Judge  
Burnet County Court at Law

## CHILDREN'S BILL OF RIGHTS

Each child the subject of this suit shall have the rights set forth below and shall have the right generally to "be a child" free from any acrimony that may now or hereafter exist between the adult parties to this action.

Each adult party shall make this document known to every other adult who has any significant role in the child's life as a caretaker. It is contemplated that this will include regular baby-sitters, grandparents or other relatives with whom the child regularly visits, and any other person having significant, ongoing contact with the child.

The term "child" as used below refers to each and every child subject to this suit.

1. Neither party shall deny the child reasonable use of the telephone to place and receive calls with the other party or relatives. Such use shall be private to the child without unreasonable interference such as rigid adherence to time parameters, or tying up the phone with internet connections or other calls during prescribed times, instructed disconnects for chores, dinner, etc.
2. Neither party shall speak or write derogatory remarks about the other party to the child, or engage in abusive, coarse or foul language which can be overheard by the child whether or not the language involves the other party.
3. Neither party shall permit the children to overhear arguments, negotiations or other substantive discussions about legal or business dealings between the parties.
4. Neither party shall physically or psychologically attempt to pressure, attempt to influence, pressure, or influence the child concerning the personal opinion or position of the child concerning legal proceedings between the parties.
5. Each party will permit the child to display photographs or memorabilia of the other party or both parties in the child's room.
6. Neither party shall communicate moral judgments about the other party to the child concerning the other parties' choice of values, life-style, choice of friends, successes or failures in life (career, financial, relational) or residential choice.
7. The parties will acknowledge to the child that the child has two homes although the child may spend more time at one home than the other.
8. The parties shall cooperate to the greatest extent practicable in sharing time with the child.
9. Neither party shall suggest to the child that it is the child's option whether or not to engage in visitation during the other party's time for possession and access.
10. Each party will permit the child to retain, and allow easy access to, correspondence, greeting cards and other written materials received from the other party.
11. Each party will respect the physical integrity of items possessed by the child which depict the other party or remind the child of the other party.

12. Each party will assist and encourage the child's attendance and participation in church, temple or other organized religious activities if such is the desire of the child.
13. Neither party will trivialize, or deny the existence of the other parent to the child.
14. Neither party will interrogate the child about the other party nor will either party discourage comments by the child about the other party.
15. Neither parent will intercept, "lose", derail, "forget" or otherwise interfere with communications to the child from the other party.
16. Neither party will refuse to acknowledge that the child can have or should have good experiences with the other party.
17. Neither party will directly or indirectly attack or criticize to the child the extended family of the other party, the other party's career, the living and travel arrangements of the other party, or lawful activities of the other party or associates of the other party.
18. Neither party will use the child as a "middle-man" by using the child to communicate with the other party on inappropriate topics.
19. Neither party will undermine the other party in the eyes of the child by engaging in the "circumstantial syndrome" which is done by manipulating, changing, or rearranging fact.
20. Neither party will create for, or exaggerate to, the child differences between the parties.
21. Neither party will say and do things with an eye to gaining the child as an "ally" against the other party.
22. Neither party will encourage or instruct the child to be disobedient to the other party, stepparents, or relatives.
23. Neither party will reward the child to act negatively toward the other party.
24. Neither party will try to make the child believe he or she loves the child more than the other party by, for example, saying that he or she loves the child more than the other party or over-informing the child on adult topics or overindulging the child.
25. Neither party will discuss child support issues with the child.
26. Neither party will engage in judgmental, opinionated or negative commentary, physical inspections or interrogations once the child arrives from his/her other home.
27. Neither party will "rewrite" or "rescript" facts which the child originally knows to be different.
28. Neither party will punish the child physically or threaten such punishment in order to influence the child to adopt the parent's negative program, if any, against the other party.
29. Neither party will permit the child to be transported by a person who is intoxicated due to consumption of alcohol or illegal drugs.
30. Neither party will smoke tobacco materials inside structures or vehicles occupied at the time by the child.



31. Each party will permit the child to carry gifts, toys, clothing and other items belonging to the child with him or her to the residence of the other parent or relatives or permit the child to take gifts, toys, clothing, and other items belonging to the child back to the residence of the other party, as the case may be, to facilitate the child having with him or her objects important to the child. The gifts, toys, clothing, and other items belonging to the child referred to here mean items which are reasonably transportable and does not include pets (which the parties agree are impractical to move about).

**INFORMATION ON SUIT AFFECTING THE FAMILY RELATIONSHIP  
(EXCLUDING ADOPTIONS)**

**SECTION I GENERAL INFORMATION (REQUIRED)** STATE FILE NUMBER \_\_\_\_\_

1a. COUNTY \_\_\_\_\_ 1b. COURT NO. \_\_\_\_\_  
1c. CAUSE NO. \_\_\_\_\_ 1d. DATE OF ORDER (mm/dd/yyyy) \_\_\_\_\_

2. TYPE OF ORDER (CHECK ALL THAT APPLY):

DIVORCE/ANNULMENT WITH CHILDREN (Sec. 1,2 AND 3)      DIVORCE/ANNULMENT WITHOUT CHILDREN (Sec 1 AND 2)

ESTABLISHMENT OF COURT OF CONTINUING JURISDICTION (SEC 1 AND 3)  
(Court Order Establishing Paternity, Conservatorship, Child Support or Termination of Parental Rights)

CHANGE IN THE NAME OF THE CHILD (SEC 1 AND 3)  
(PROVIDE PRIOR AND NEW NAME OF CHILD IN SECTION 3)

TRANSFER OF COURT OR CONTINUING JURISDICTION (SEC1,3 AND INFORMATION BELOW)

TRANSFER TO: COUNTY \_\_\_\_\_ COURT NO. \_\_\_\_\_ STATE COURT ID# \_\_\_\_\_

3a. NAME OF ATTORNEY FOR PETITIONER	3b. TELEPHONE NUMBER (including area code)
3c. CURRENT MAILING ADDRESS (STREET AND NUMBER OR P.O BOX, CITY, STATE, ZIP)	

**SECTION 2 (IF APPLICABLE) REPORT OF DIVORCE OR ANNULMENT OF MARRIAGE**

<b>PETITIONER</b>	4. NAME (FIRST MIDDLE LAST SUFFIX)		5. MAIDEN LAST NAME (NAME BEFORE 1 <sup>ST</sup> MARRIAGE)	
	6. PLACE OF BIRTH (CITY AND STATE OR FOREIGN COUNTRY)		7. RACE	8. DATE OF BIRTH (mm/dd/yyyy)
	9. USUAL RESIDENCE		STREET NAME & NUMBER      CITY      STATE      ZIP	
<b>RESPONDENT</b>	10. NAME (FIRST MIDDLE LAST SUFFIX)		11. MAIDEN LAST NAME (NAME BEFORE 1 <sup>ST</sup> MARRIAGE)	
	12. PLACE OF BIRTH (CITY AND STATE OR FOREIGN COUNTRY)		13. RACE	14. DATE OF BIRTH (mm/dd/yyyy)
	15. USUAL RESIDENCE (STREET AND NUMBER CITY, STATE, ZIP)			
16. NUMBER OF MINOR CHILDREN		17. DATE OF MARRIAGE (mm/dd/yyyy)	18. PLACE OF MARRIAGE (CITY AND STATE OR FOREIGN COUNTRY)	

**SECTION 3 (IF APPLICABLE) CHILDREN AFFECTED BY THIS SUIT**

<b>CHILD 1</b>	19a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)			
	19b. DATE OF BIRTH (mm/dd/yyyy)	19c. SEX	19d. BIRTHPLACE (CITY, COUNTY AND STATE)	
	19e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE			
<b>CHILD 2</b>	20a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)			
	20b. DATE OF BIRTH (mm/dd/yyyy)	20c. SEX	20d. BIRTHPLACE (CITY, COUNTY AND STATE)	
	20e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE			
<b>CHILD 3</b>	21a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)			
	21b. DATE OF BIRTH (mm/dd/yyyy)	21c. SEX	21d. BIRTHPLACE (CITY, COUNTY AND STATE)	
	21e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE			

ADDITIONAL CHILDREN LISTED ON BACK OF THE FORM.

I CERTIFY THAT THE ABOVE ORDER WAS GRANTED ON THE DATE AND PLACE AS STATED.

\_\_\_\_\_  
SIGNATURE OF THE CLERK OF THE COURT

**WARNING:** This is a governmental document. Texas Penal Code, Section 37.10, specifies penalties for making false entries or providing false information in this document.

*ATTACHMET B*

**ADDITIONAL CHILDREN AFFECTED BY THIS SUIT FROM SECTION 3 (IF APPLICABLE)**

CHILD 4	23a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)		
	23b. DATE OF BIRTH (mm/dd/yyyy)	23c. SEX	23d. BIRTHPLACE (CITY, COUNTY AND STATE)
	23e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE		
CHILD 5	24a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)		
	24b. DATE OF BIRTH (mm/dd/yyyy)	24c. SEX	24d. BIRTHPLACE (CITY, COUNTY AND STATE)
	24e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE		
CHILD 6	25a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)		
	25b. DATE OF BIRTH (mm/dd/yyyy)	25c. SEX	25d. BIRTHPLACE (CITY, COUNTY AND STATE)
	25e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE		

**Instructions for Completing the Suit Affecting Parent Child Relationship Form**

**GENERAL REQUIREMENT:**

All divorces/annulments (with or without children) and all suits affecting the parent-child relationship must be reported through the clerk of the court to the State Vital Statistics Unit (VSU).

Consolidated reporting by petitioners, attorneys, and the courts is designed to make mandatory reporting more efficient, timely, and improve the quality of reporting. However, this reporting system is only as good or timely as you make it; therefore, your attention in completing and filing this report is critical.

Legal basis for this reporting is contained in Health and Safety Code §194.002 and Texas Family Code §§108.001-.002 and 108.004.

For information concerning reporting or questions about this form, contact field services at [fieldservices@dshs.texas.gov](mailto:fieldservices@dshs.texas.gov) or by phone at 512-776-3010.

**The VSU-165 form MUST BE printed double-sided on one sheet, not two.**

For information on the court of continuing jurisdiction of a child, contact VSU at (888) 963-7111 ext. 2529. Inquiries should be submitted using form number VS-168 which is the Inquiry on Court of Continuing Jurisdiction For a Child Form.

**SECTION 1 GENERAL INFORMATION (REQUIRED)**

This section must be completed for each report filed.

- 1a – d. Enter the required information to identify the court proceeding.
- 2. Check the type of suit being reported. This determines also which sections of the form must be completed. If more than one type of order applies, check all that apply. Transfers from one jurisdiction to another must be reported in this section (if court number is unknown, specify "unknown").
- 3a – c. Complete the attorney information to assist in questions or follow up. If case was pro se, please enter the information of the person completing this form.

**SECTION 2 (IF APPLICABLE) REPORT OF DIVORCE OR ANNULMENT OF MARRIAGE**

All divorces/annulments must be reported, even if there were no minor children. All information is required.

- 4-9. Report the Petitioner's information including maiden name (if applicable).
- 10-15. Report the Respondent's information, including maiden name (if applicable).
- 16. Report the number of minor children affected by this divorce; if none, record "0." This number must correspond to the listing of children in Section 3.
- 17-18. Enter the date and place of the marriage being dissolved.

**SECTION 3 (IF APPLICABLE) CHILDREN AFFECTED BY THIS SUIT**

Every child affected by the suit being reported must be listed, and all items concerning that child must be completed. If more than three children are affected, check the "additional children listed on back of form" box, and continue to list the additional children. If more than 6 children complete section 3 on another form, label it "continuation" and attached the continuation form to the original form.

## NOTICE TO PRO SE LITIGANTS IN THE 33<sup>RD</sup> AND 424<sup>TH</sup> JUDICIAL DISTRICT OF BLANCO COUNTY

Representing yourself in a family law case or a civil law case is called **pro se**. You are advised not to file your own petition without a working knowledge of the **Texas Family Code, the Texas Rules of Civil Procedure** and the **Local Rules** promulgated by this court. This judicial district advises you to seek the expertise of an attorney.

You will be required to follow all the same rules of procedure, discovery and evidence as is required for any attorney. Furthermore, no one in the District Clerk's Office or the Judge's Office can give you legal advice or tell you how to represent yourself.

The District Clerk's Office **does not** provide forms or answer questions about the correctness of your documents. You are responsible for obtaining proper service and providing proper notice of hearing on the respondent and/or any other interested parties in your case.

If you pursue a legal action without attorney representation, the District Clerk's Office will file your documents and collect the filing fee at the time of filing. However, the Judge at your court hearing may reject your papers.

The following Agencies/Offices may provide other useful information:

- 1) *Texas Young Lawyers Association (TYLA)* – [www.tyla.org/tyla/index.cfm/resources/general-public/](http://www.tyla.org/tyla/index.cfm/resources/general-public/) for the Pro Se Divorce Handbook [www.texaslawyershelp.org/tyla/library/folder.109219-Divorce](http://www.texaslawyershelp.org/tyla/library/folder.109219-Divorce)
- 2) [www.texascourthelp.gov/](http://www.texascourthelp.gov/) Texas Court Help is designed to help Pro Se Ligiants
- 3) *The State Bar of Texas*
- 4) *Travis County Bar Association, Family Law Section* \*
- 5) *Travis County Domestic Relations Office* \*

\*Be aware that much of the information from these sources are specific to Travis County, however the general information and forms are useful.

CAUSE NO. CVo \_\_\_\_\_

IN THE MATTER OF THE  
MARRIAGE OF

§

IN THE 33<sup>RD</sup>/424<sup>TH</sup> JUDICIAL

\_\_\_\_\_  
AND  
\_\_\_\_\_

§

DISTRICT COURT OF

AND IN THE INTEREST OF

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

CHILD/CHILDREN

§

BLANCO COUNTY, TEXAS

**NOTICE OF INTENT TO REPRESENT MYSELF**

I, \_\_\_\_\_, have read the Notice to Pro Litigants and understand the information provided. I understand that the District Clerk or the deputies in the District Clerk's Office are prohibited from providing forms or giving legal advice or opinions.

Signed this \_\_\_\_ day of \_\_\_\_\_ 201\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

IN THE 33<sup>RD</sup> & 424<sup>TH</sup> JUDICIAL DISTRICT COURT  
BLANCO, BURNET, LLANO AND SAN SABA COUNTIES OF TEXAS

IN RE: "Child Development Seminar for Parties  
in Suits Affecting Parent-Child Relationship"

§  
§  
§

Standing Order to Attend Seminar  
(Amended August 12, 1998)

JANUARY 10, 2007

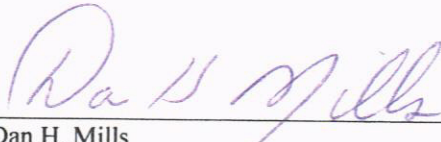
The District Court of said counties recognizes that there are numerous proceedings of divorce in which children are involved filed each year in this Court. It is further recognized that the consequences of divorcing parents may have a severe and lifetime effect on many children who experience a divorce by their parents, even where terms of conservatorship are not immediately at issue. It is further recognized by the Court and the law of the State of Texas, that except in unusual circumstances, the children involved in such proceedings have a right to maintain a meaningful relationship with both parties even after the divorce is completed. It is further recognized by the Court that this relationship is enhanced if the divorcing parents recognize the inherent problems of children in such a situation and are able to cooperate for the best interest of such children. The Court finds that a program which concerns the developmental needs of children with emphasis on fostering the child's emotional health during periods of stress is in the best interest of each child of divorcing or previously divorced parents.

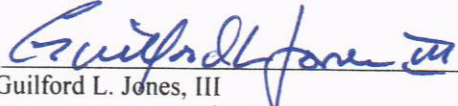
**IT IS, THEREFORE, ORDERED:**

- (1) This Order applies to all persons seeking to become a managing or possessory conservator or seeking access to a child ("Parties") in all original actions or modifications in suits affecting the parent-child relationship.
- (2) All Parties whose cases are filed after July 1, 1998, shall attend a seminar on the effects of divorce on children. This course will be presented at the District Courtroom in Burnet and Llano Counties, Texas at such times as may be determined from time to time. It is expected that it will be offered twice monthly, once in each of Burnet and Llano Counties. The fee shall be paid by each party.
- (3) The District Clerk shall provide a copy of this Order to each Party and shall attach a copy hereof to each citation issued to a Party. Any Party filing a waiver of citation shall provide a copy of this Order to the person signing the waiver.
- (4) Each Party must attend and successfully complete the seminar within 30 days after receiving notice of this Order.
- (5) The "Kids First" Seminar is hereby designated as an approved program to satisfy these requirements. A Party wishing to satisfy the requirement with another program may submit information to the Court regarding such alternative program for approval prior to enrollment in such alternative program.

Failure to abide by this Order may result in further individual direct orders to attend, and sanctions by the Court including not appointing the failing Party as conservator or not granting periods of access, or holding the failing Party in contempt punishable by fine and/or jail sentence.


RENDERED, SIGNED AND ORDERED FILED this day, January 10, 2007.

  
Dan H. Mills  
Presiding Judge, 424<sup>th</sup> Judicial District

  
Guilford L. Jones, III  
Presiding Judge, 33<sup>rd</sup> Judicial District

DEBBY ELSBURY  
CLERK DISTRICT COURT BLANCO COUNTY, TEXAS  
**FILED**

JAN 26 2007

AT 1:47 O'CLOCK P M  
BY 

ATTACHMENT D

**MANDATORY SEMINAR FOR  
DIVORCING PARENTS**

**THE JUDGES OF THE 33<sup>RD</sup> & 424<sup>TH</sup> JUDICIAL DISTRICT  
COURTS OF BLANCO, BURNET, LLANO AND SAN  
SABA COUNTIES HAVE ORDERED THAT  
ALL PARENTS OF CHILDREN UNDER THE  
AGE OF 18 MUST  
SUCCESSFULLY COMPLETE A MANDATORY  
“KIDS FIRST” SEMINAR.**

**FOR FURTHER INFORMATION CONTACT  
THE BLANCO COUNTY DISTRICT CLERK’S OFFICE  
AT 830-868-0973 OR [www.kidsfirsttexas.com](http://www.kidsfirsttexas.com)**



CHILD SUPPORT DIVISION

Figure: 1 TAC §55.121

### Record of Support

This form is used by counties to provide the record of support data needed by the state case registry as required by the Texas Family Code § 105.008. (Counties may use the TXCSES Web Portal to provide this information in lieu of completing this form.) Send the completed form to the State Case Registry/County Contact Team by fax 877-924-6872, e-mail [csd-sdu@texasattorneygeneral.gov](mailto:csd-sdu@texasattorneygeneral.gov), or mail to TxCSDU, P.O. Box 659400, San Antonio, TX 78265.

#### Order Information

County Name:	Court Number:	Cause Number:
Attorney General Case Number:	Date of Hearing:	Order Sign Date:
Order Type:	<input type="radio"/> New Order	<input type="radio"/> Modified Order
Payment Location:	<input type="radio"/> SDU	<input type="radio"/> County <input type="radio"/> Other

#### Obligee/Custodial Parent Information

<input type="checkbox"/> Family Violence Protection (FV) <i>(Check if individual below is a victim of family violence)</i>			
Name:	Date of Birth:	Social Security Number:	
Address:	City:	State:	Zip:
Sex:	<input type="radio"/> Male <input type="radio"/> Female	Driver's License Number:	
Home Phone:	Work Phone:	Cell Phone:	Relationship to Child(ren):
Employer Name:			
Address:	City:	State:	Zip:

#### Obligor/Non-Custodial Parent Information

<input type="checkbox"/> Family Violence Protection (FV) <i>(Check if individual below is a victim of family violence)</i>			
Name:	Date of Birth:	Social Security Number:	
Address:	City:	State:	Zip:
Sex:	<input type="radio"/> Male <input type="radio"/> Female	Driver's License Number:	
Home Phone:	Work Phone:	Cell Phone:	Relationship to Child(ren):
Employer Name:			
Address:	City:	State:	Zip:

Post Office Box 12017, Austin, Texas 78711-2017 Tel: (512)460-6000 1-800-252-8014  
email: [csd-sdu@texasattorneygeneral.gov](mailto:csd-sdu@texasattorneygeneral.gov) or visit the [Office of the Attorney General's website](http://www.texasattorneygeneral.gov)  
([www.texasattorneygeneral.gov](http://www.texasattorneygeneral.gov)).





CHILD SUPPORT DIVISION

Figure: 1 TAC §55.121

<b>Dependent Information</b>			
<input type="checkbox"/> Family Violence Protection (FV) <i>(Check if dependent below is a victim of family violence)</i>			
Name:	Sex: <input type="radio"/> Male <input type="radio"/> Female	Date of Birth:	Social Security Number:
<input type="checkbox"/> Family Violence Protection (FV) <i>(Check if dependent below is a victim of family violence)</i>			
Name:	Sex: <input type="radio"/> Male <input type="radio"/> Female	Date of Birth:	Social Security Number:
<input type="checkbox"/> Family Violence Protection (FV) <i>(Check if dependent below is a victim of family violence)</i>			
Name:	Sex: <input type="radio"/> Male <input type="radio"/> Female	Date of Birth:	Social Security Number:
<input type="checkbox"/> Family Violence Protection (FV) <i>(Check if dependent below is a victim of family violence)</i>			
Name:	Sex: <input type="radio"/> Male <input type="radio"/> Female	Date of Birth:	Social Security Number:
<i>Attach additional forms if there are more children for this cause</i>			

<b>Attorney Information</b>			
Obligee Attorney:	Phone:	Obligor Attorney:	Phone:

Form prepared by: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_