

DISTRICT COURT, BOULDER COUNTY, COLORADO Court Address: Boulder County Justice Center. 1777 6th Street, Boulder, CO Mail Address: P.O. Box 4249, Boulder, CO 80306 Phone Number: (303) 441-3750	<hr/> COURT USE ONLY <hr/> Case No.: «Caseno» Division 1
<hr/> «Petitioner» Petitioner, v «Respondent» Respondent. <hr/> Attorney for Petitioner: «AttyPet» Attorney for Respondent: «AttyRsp»	
DOMESTIC RELATIONS CASE MANAGEMENT ORDER	

The following court procedures which apply to your case are described in Rule 16.2 of the Colorado Rules of Civil Procedure. You can obtain a copy of this rule at many public libraries and online at <http://www.courts.state.co.us/supct/rules/rulesindex.htm>.

MANDATORY INITIAL CONFERENCE

1. An initial conference must take place within 40 days of filing the petition. The Petitioner must schedule this conference by calling Charlene at 303-441-1776. The Petitioner must then send notice of this setting to opposing counsel and self-represented parties.
2. At the conference the parties and counsel, if any, must be prepared to discuss what needs to be done, any special issues that exist, and a timeline for completion of the case. A party can request to appear by phone. A party can request that the conference be on the record.
3. **You do not have to attend the mandatory initial conference if:**

Both parties agree on all aspects of the case and file an Affidavit for Decree without Appearance, the complete agreement, and all other required documentation before the conference date,

or

Both parties are represented by counsel and they have filed a Stipulated Case Management Plan and a Certificate of Compliance with the mandatory disclosures.

PROCEDURES FOR ALL CASES

Disclosure

4. Both parties are ordered to comply with the disclosure provisions of Rule 16.2(c). Each party must provide the other with an Affidavit with Respect to Financial Affairs and with the mandatory disclosures. These forms are available for purchase from the Clerk's office or can be found on line at <http://www.courts.state.co.us>

5. Each party must file a copy of their financial affidavit with the court and must file the Certificate of Compliance that they have provided the mandatory disclosures to the other party. Do not file the disclosures themselves with the court. These disclosures *should* be complete by the time of the initial conference if at all possible, and *must* be completed and filed within 40 days of when the petition was filed.

Discovery

6. Both parties may conduct discovery as described in Rule 16.2(f). Both parties may use experts as described in Rule 16.2(g). Any issues about discovery or experts should be discussed at a status conference or in a phone conference. To schedule a phone conference with the judge, call Charlene at 303-441-1776.

Motions

7. The only motions that may be filed are listed in Rule 16.2(c)(4)(A). Requests to file other motions, requests for temporary orders, or notifying the court of an emergency matter must be done at a status conference or in a phone conference. To schedule a phone conference with the judge, call Charlene at 303-441-1776. The judge may resolve the issue during the conference, order a motion to be filed, or set the matter for an evidentiary hearing subject to the Colorado Rules of Evidence.

REQUIRED PARENTING CLASS

8. All parties with children less than 18 years of age must attend and complete a parenting education class before permanent orders are entered. Attached to this Order is a list of programs that satisfy this requirement.

DOMESTIC VIOLENCE

9. If your case involves domestic violence you are strongly encouraged to obtain an assessment, counseling, or other available services for your family. If you are on a limited income, or cannot afford such services, then financial assistance may be available to cover some or all of the costs. Attached to this Order is a list of services and potential financial resources.

PERMANENT ORDERS

Mediation

10. Mediation is required before the court will hear contested permanent orders. A list of mediators is available from the Clerk's office or you may contact the Office of Dispute Resolution at (303)-861-1111 ext. 672.

Original Signature on File

Charlene Llewellyn
Division Clerk