

INSTRUCTIONS FOR OPTIONAL NOTICE OF RESPONDENT INFORMATION

Read these instructions carefully.

This form is optional. You are not required to use it.

Whether you choose to use this form or not, lots of helpful information is available in a guide called *CHILD ABDUCTION PREVENTION ORDERS IN WYOMING: Helpful Information for a Respondent to Know*. You can find that guide on the [forms page of the Wyoming Judicial Branch website](https://www.wyocourts.gov/self-help-forms/) (<https://www.wyocourts.gov/self-help-forms/>).

Before You Get Started

This form, the Optional Notice of Respondent Information, can be used by a person who was named as the Respondent in a Petition for an Abduction Prevention Order. This means that someone has asked the Court for an Order on Abduction Prevention that will restrict you.

If you have been served with a Petition – that means if the Petition was delivered or given to you – you can use this form to tell the Court some basic information about yourself and your relationship to the children.

It is important to remember that the Court will hold a hearing (a meeting with the judge), and that is when you will have the chance to tell the judge your side of the story. This optional form is only used to tell the Court a few pieces of basic information.

This form is optional. That means you are not required to fill it out or file it with the Court. You will decide whether to use this form or not.

If you want to fill out this form, the instructions below will help.

The top of the page on the Optional Notice of Respondent Information.

The top of the page has blanks for the name of the county that the Court is in (for example,

County of Big Horn) and the number of the judicial district (for example, Fifth Judicial District). This information will be on the top of the Petition you received.

The next blanks are for the name of the Petitioner and the name of the Respondent. If you are named as the Respondent on the Petition, you are the **Respondent**. Write your name on the Respondent line. On the Petitioner line, write the name of the person who is listed as Petitioner on the Petition.

The next blank is for the Case Number. Copy the number that is written on the Petition. (The number may include letters.)

Section 1 is for information about the Petition you received.

In the blanks, write the date the Petition was filed. That date will be on a stamp near the top of the first page of the Petition.

Sections 2, 3, and 4 are statements you will be making.

If you choose to sign and file this form, you will be telling the Court that you are the Respondent. That is statement # 2.

In statement # 3, you will be telling the Court that you plan to take part in all of the hearings (meetings) that are about the Petition and about an Order on Abduction Prevention.

Important Note: Even if you do not file this form, the Court will notify you about any hearings. That means the Court will tell you in advance when and where a hearing will happen. You will be expected to take part.

Statement # 4 tells the Court that the form is not an admission. That means you are **not admitting** anything. When you go to the hearing about the Petition, you may choose to talk to the judge about what happened, and about which parts of the Petition are true and which parts are not true. This form is not used to admit or deny what the Petitioner wrote.

Do not change any of the words in Sections 2, 3, and 4. Do not add anything to those statements.

Section 5 is for information about you.

The Petitioner wrote information about you and about the children in the Petition. It is possible that some of the information the Petitioner wrote was inaccurate.

In Section 5 of this form, you can tell the Court accurate information about yourself and your relationship to the children.

Signature Section

On the line labelled DATED, write the date you are signing the form. Sign your name on the signature line.

Print your name neatly. Write in your email address, your phone number, and your mailing address.

Important Things You Need to Know

What do I do after I fill out the form?

If you choose to, you will file the form with the Clerk of District Court in the county named at the top of the Petition.

The [Wyoming Judicial Branch website has information about court locations \(wyocourts.gov/find-a-court/#directory\)](https://wyocourts.gov/find-a-court/#directory). The Clerk's office is at the court.

What do I do if other information in the Petition is wrong?

The Court will schedule a hearing (meeting) so that you and the Petitioner can tell the judge what happened. At the hearing, the Petitioner will have a chance to tell their side of the situation, and you will have a chance to tell your side.

For more information on Child Abduction Prevention read *CHILD ABDUCTION PREVENTION ORDERS IN WYOMING: Helpful Information for a Respondent to Know*. You can find that guide on the [forms page of the Wyoming Judicial Branch website \(wyocourts.gov/self-help-forms/\)](https://wyocourts.gov/self-help-forms/).