

**INSTRUCTIONS FOR FILING FOR A MOTION FOR TEMPORARY RELIEF
WITH NO MINOR CHILDREN – In a Dissolution of Marriage ONLY**

This motion can be used *ONLY* when a petition to dissolve the marriage has been or is being filed. This motion **CANNOT** be used alone. Use this motion when there are **NO** minor children common to the parties of the marriage that is being dissolved. The motion is filed in the same case as the dissolution of marriage, and that case number should be used on all of the documents filed

Procedure:

1. Complete the Motion, [Florida Supreme Court form 12.947(c)]. *If you have not already completed a Financial Affidavit, you will need to complete **either** Florida Supreme Court form 12.902(b) **or** 12.902(c). You do not need both Financial Affidavits.*
2. Once the forms are completed and notarized, make 2 copies of each form.
3. Complete only the basics on the Temporary Order of Support with No Dependent/Minor Children, [Florida Supreme Court form 12.947(d)].
4. File **ALL** originals with the Clerk of Court. You may submit the paperwork either by U.S. mail to P.O. Box 219, Titusville, FL 32781-0219, or by visiting one of the Clerk of Courts locations.

NORTH BREVARD SERVICE COMPLEX

400 South Street, 2nd Floor
Titusville, Florida

MELBOURNE COURTHOUSE

51 S. Nieman Avenue
Melbourne, Florida

MOORE JUSTICE CENTER

Viera Complex
2825 Judge Fran Jamieson Way
Viera, Florida

MERRITT ISLAND OFFICE

2575 North Courtenay Parkway
Room 129
Merritt Island, FL

PALM BAY OFFICE

450 Cogan Drive S. E.
Palm Bay, FL

5. Once the Motion has been filed, contact the office of the judge assigned to your case and set your hearing for temporary relief. **Some judges will require you attend mediation for temporary relief.** If this is the case, the mediation will be set by the judge's office and you will be notified in writing of the date and time of the mediation. Send the other party one copy of the Motion for Temporary Relief. **Some judges may require that the other party be served with the dissolution of marriage papers before a hearing can be set.** If this is the case, you must wait until the other party has been served then call for your hearing. **Some judges refer temporary relief to the General Magistrate.** If this is the case, contact the Family Pro Se Coordinator at 321-617-7254 for information for these hearings.
6. When the judge's office sets a hearing, complete the Notice of Hearing, [Florida Supreme Court form 12.923].
7. Make 2 copies of the completed hearing notice.
8. File the original, completed Notice of Hearing with the Clerk of Court.

9. Retain one copy of the completed hearing notice, the completed motion, and any other recently filed forms for your records.
10. Send one completed copy of the completed hearing notice, the completed motion and any other recently filed forms to the other party.
11. If a hearing has been set, attend the hearing and bring 2 stamped envelopes with you to the hearing.

If you would like to have someone notarize or look over the completed forms before you file them, contact the Family Pro Se Coordinator at 321-617-7254 or email prosecoordinator@brevardclerk.us to set an appointment.