



At Issue Memorandum

Use Black Ink!

SUPERIOR COURT OF CALIFORNIA COUNTY OF SAN BERNARDINO

Follow these simple steps in order to successfully proceed with your case.

- **Review**

After you have completed your forms, you may bring them to the Resource Center to have them reviewed. Our staff can also answer questions you may have about your forms or the procedures.

- **Copy**

Make one copy of your corrected originals.

- **Serve**

Have someone else 18 years or older mail the copy of the form to the other party. Have your server complete and sign the Proof of Service section on the second page of the form.

- **File**

Make a fresh copy of the completed form and proof of service. Take your original **and** your copy to the clerk's office to file. There is no fee for filing this form.

Once filed, the Court will mail both parties a *Status Conference* date in about 2 weeks. The status conference is to help the judge review the status of the case and determine how to proceed to resolve any disputed issues.

You may email us your questions and request forms:

For family law cases: flworkshop@sb-court.org

For child support cases: childsupport@sb-court.org

For information about forms: selfhelpforms@sb-court.org

*Updated
7/1/14*

NAME, ADDRESS AND TELEPHONE NUMBER OF ATTORNEY OR PARTY WITHOUT ATTORNEY:	COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN BERNARDINO STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME	
PETITIONER:	CASE NUMBER
RESPONDENT:	
FAMILY LAW AT-ISSUE MEMORANDUM FOR TRIAL SETTINGS <input type="checkbox"/> FIRST <input type="checkbox"/> COUNTER <input type="checkbox"/> AMENDED	

I hereby represent to the court that this case is ready for trial, and request that it be set for trial.

1. TYPE OF ISSUES(S): (Check all that apply)

- Dissolution Nullity Legal Separation Paternity Visitation Injunctive Order
 Child Custody Child Support Spousal Support Division of Property Attorney Fees and Costs

Other (specify): _____

2. Time estimate for trial: _____ hours _____ days.

3. Case entitled to preference: Yes No Under code section: _____

4. Declaration Regarding Service of Declaration of Preliminary Disclosure & Income and Expense Declaration FL-141 was filed with the court by:

- Petitioner - Stating that service of disclosure has been completed.
 Respondent - Stating that service of disclosure has been completed.

5. All attorneys of record or parties representing themselves are listed below:

ATTORNEY / OR PETITIONER	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; border-bottom: 1px solid black;">TRIAL ATTORNEY OR PETITIONER</td> <td style="width: 30%; border-bottom: 1px solid black; text-align: center;">STATE BAR NUMBER</td> </tr> <tr> <td style="border-bottom: 1px solid black;">NAME OF FIRM</td> <td style="border-bottom: 1px solid black; text-align: center;">TELEPHONE</td> </tr> <tr> <td colspan="2" style="border-bottom: 1px solid black;">ADDRESS/CITY/STATE/ZIP</td> </tr> </table>	TRIAL ATTORNEY OR PETITIONER	STATE BAR NUMBER	NAME OF FIRM	TELEPHONE	ADDRESS/CITY/STATE/ZIP	
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FAMILY LAW AT ISSUE MEMORANDUM FOR TRIAL SETTINGS

Petitioner:	CASE NUMBER
Respondent:	

PROOF OF SERVICE OF AT ISSUE-MEMORANDUM



GENERAL INFORMATION

Any party not in agreement with the information or estimates given in the At Issue-Memorandum shall, within 10 days after the service thereof; serve and file a Counter At Issue-Memorandum on his/her own behalf.

The signed represents that all essential parties have been served with process or have appeared herein.

Dated: _____ 20_____, _____
(Signature)



ATTORNEY FOR /
OR PETITIONER ATTORNEY FOR /
OR RESPONDENT



PROOF OF SERVICE BY MAIL

I am over the age of eighteen years and not a party to the within entitled action; my residence/employment address where the mailing referenced herein occurred is:

_____ Address _____

_____ City/State/Zip _____

I served the foregoing At Issue memorandum on the other party in this case by enclosing a copy in an envelope addressed as shown below AND depositing the sealed envelope with the United States Postal Service on the date and at the place shown below with the postage fully prepaid OR placing the envelope for collection and mailing on the date and at the place shown below following our ordinary business practices. I am readily familiar with the business's practice for collecting and processing correspondence for mailing. On the same day that correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United State Postal Service in a sealed envelope with postage fully prepaid.

Date mailed: _____ Place mailed (city, state) _____

Name of Person/Attorney:		Address where it was mailed:	

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
 Executed on _____

 (TYPED OR PRINT NAME)



 (SIGNATURE)

FAMILY LAW AT ISSUE MEMORANDUM FOR TRIAL SETTINGS