

Preparing a Request to File a Determination of Parenting Coordinator

Form 27

Provincial Court Family Rules

Complete this form if you need to file a determination of a parenting coordinator in Provincial Court.

You don't have to file your determination with the court but sometimes parents don't follow the determination of the parenting coordinator or a parent disagrees with the determination. If this happens, the determination must be filed with the court before the court can help enforce, change or set aside the determination. You don't have to wait until you need to make an application to file it with the court. You can file your determination with the court at any time.

A determination of a parenting coordinator that is filed in Provincial Court under the *Family Law Act* is enforceable under the Act as if it were an order of the Provincial Court.

To file a determination of a parenting coordinator, you must have a court order from the court that a parenting coordinator be appointed or an agreement to appoint a parenting coordinator. The agreement must also be filed with the court if you want to file the determination. The agreement between the parties to appoint a parenting coordinator can be filed with the court using the [Request to File an Agreement Form 26](#).

Enforcing, changing or setting aside a determination of a parenting coordinator

A person can apply to the court under Rule 135 [*Applying for orders about enforcement*] to enforce, change or set aside a filed determination of a parenting coordinator using the [Application About Enforcement Form 29](#).

Legal Assistance

Understanding the law and making sure you get correct information is important. If you get the wrong information or do not know how the law applies to your situation, it can be harder to resolve your case. Getting advice from a lawyer can help.

Lawyers – To find a lawyer or to have a free consultation with a lawyer for up to 30 minutes, contact the [Lawyer Referral Service](#) at 1-800-663-1919

Legal Aid, Duty Counsel and Family Advice Lawyers – To find out if you qualify for free legal advice or representation, contact [Legal Aid BC](#) at 1-866-577-2525

Legal Services and Resources – Visit Clicklaw at www.clicklaw.bc.ca/helpmap to find other free and low-cost legal services in your community.

Step 1: Complete the Request to File a Determination of Parenting Coordinator form

This form is available online at www.gov.bc.ca/court-forms or at any [Provincial Court Registry](#).

You can complete the form online and print it for filing. You can also complete it by hand. If you complete it by hand, be sure it's readable. Registry staff and staff at any [Justice Access Centre](#) or [Family Justice Centre](#) can help answer questions about the forms but they cannot help complete your forms or give advice about legal problems. If you need help filling in the forms and do not have a lawyer, ask the court registry staff or staff at the Justice Access Centre or Family Justice Centre to refer you to someone who can help.

Follow the instructions in the form and include all the information that is asked for.

To prepare the form for filing:

- print or make copies of the completed form and determination: one set for you, one set for the Court, and one set for each other party
- bring all copies to the court registry for filing **or** send by mail or by fax filing using the [Fax Filing Cover Page Form 52](#)

Step 2: File the Request to File a Determination of Parenting Coordinator and determination at the Provincial Court Registry

You must file at the [Provincial Court Registry](#):

- where the existing Provincial Court case with the same parties is filed, or
- nearest to where the child lives most of the time, if the case involves a child-related issue, or
- nearest to where you live, if the case does not involve a child-related issue

The registry clerk will review your package to make sure it is complete before filing it. You will be given a copy for your records.

There are no fees for filing Provincial Court family documents.

Tips for Completing the Form:

Registry location and court file number –

Copy this information from the top right corner of the Notice to Resolve a Family Law Matter or other document filed with the court.

If you don't have an existing court file, registry staff will give your case a file number when you file this document.

Information about the parties –

Party names: Copy your full name and the full name(s) of each other party from the first document filed in your case with the court. If this is the first document in your case, copy the names from the written agreement or determination you are asking to file.

Contact information: The court needs to know where to send documents to you and the other party and how to reach each of you. If your contact information and/or address for service has changed, you can give updated information here. If this is the first document you are filing, see the instructions for the Application About a Family Law Matter for more information about how to complete this section.

You only need to fill in the contact information you know about the other party. You may leave any part of the contact information blank.

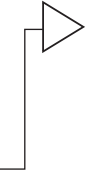
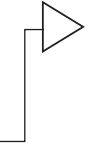
Request to file a determination –

Indicate the date the determination was made in the field provided.

To file a determination of a parenting coordinator, you must have a court order from the court that a parenting coordinator be appointed or an agreement to appoint a parenting coordinator.

Indicate the date the agreement or court order was made in the field provided.

The agreement must also be filed with the court if you want to file the determination. The agreement between the parties to appoint a parenting coordinator can be filed with the court using the [Request to File an Agreement Form 26](#).



Request to File a Determination of Parenting Coordinator

Form 27

Provincial Court Family Rules
Rule 133

Registry Location:
Court File Number:

1. My name is _____ . My date of birth is _____ .
(full name of party) (mmm/dd/yyyy)

My contact information and address for service of court documents are:

Lawyer (if applicable):		
Address:		
City:	Province:	Postal code:
Email:	Telephone:	

2. The other party, who is the subject of this determination, is _____ .
(full name of other party)

Their date of birth is _____ .
(mmm/dd/yyyy)

Their contact information, as I know it, is:

Lawyer (if applicable):		
Address:		
City:	Province:	Postal code:
Email:	Telephone:	

Additional party (Complete only if applicable. You may leave this section blank.)

Full name:	Date of birth:	
Contact information		
Lawyer (if applicable):		
Address:		
City:	Province:	Postal code:
Email:	Telephone:	

3. I request the determination by a parenting coordinator referred to in section 18 _____
(determinations by parenting coordinators)
of the *Family Law Act* dated _____ between the above parties be filed in the Provincial Court
(mmm/dd/yyyy)

4. The parenting coordinator made the determination under:
Select only one of the options below and complete the required information.

an agreement made on _____ between _____,
(mmm/dd/yyyy) (parties to the agreement)
which is filed in the Provincial Court

a court order made on _____
(mmm/dd/yyyy)