

# *In the Royal Court of Jersey*

Family Division

Form C100  
File number:

**Private law application for an Article 10 order, a parental responsibility order, an order for leave to remove a child from the jurisdiction, or an order for the change of a child's name**

(Before completing this Form please read the Procedural Guide *attached*.  
You can get a copy of all the Forms and leaflets from: the Judicial Greffe or  
online at  
[www.gov.je/familycourt](http://www.gov.je/familycourt)

**The Jersey Family Court Advisory Service (JFCAS) will carry out checks as it considers necessary.**

## Summary of application

Some people need **permission** to apply – please consult the Procedural Guide and chart ‘Who can apply for orders without leave of the Court’

Have you applied to the court for permission to make this application? ☐ Yes ☐ Permission not required

Your name (the applicant(s))

The respondent's name(s)

Please list the name(s) of the child(ren) and the type(s) of order you are applying for, starting with the oldest.

Child 1 – Full name of Child	Date of Birth	Gender	Order(s) applied for
	/ /	Male	
		Female	
Relationship to applicant(s)		Relationship to respondent(s)	

Child 2 – Full name of Child	Date of Birth	Gender	Order(s) applied for
	/ /	Male	
		Female	
Relationship to applicant(s)		Relationship to respondent(s)	
Child 3 – Full name of Child	Date of Birth	Gender	Order(s) applied for
	/ /	Male	
		Female	
Relationship to applicant(s)		Relationship to respondent(s)	

If there are more than three children please continue on a separate sheet.

☐ Please tick if additional sheets are attached.

### 1. About you (the applicant(s))

	Applicant 1 (You)	Applicant 2 (if applicable)
Full Names		
Previous names (if any)		
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female
Date of Birth	<input type="text"/>	<input type="text"/>
Place of Birth (town/county/country)		
<p>If you do not wish your address and/or contact details to be made known to the respondent, leave the details you do not wish to be known below blank and complete Confidential contact details Form C14.</p>		
Address		
Postcode		
Home telephone number		
Mobile telephone number		

E-mail address

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Have you lived at this address for more than 5 years?

<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If No, please provide details of **all** previous addresses you have lived at for the last 5 years.

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\* Please note that we require all addresses for the previous 5 years.  
Please continue on a separate sheet if necessary.

☐ Please tick if additional sheets are attached.

## 2. The Respondent(s)

If there are more than 2 respondents please continue on a separate sheet.

**Respondent 1**

**Respondent 2**

Full Names

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Previous names  
(if known)

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Gender ☐ Male    ☐ Female    ☐ Male    ☐ Female

Date of Birth

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Place of Birth  
(town/county/country)

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Address

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Postcode		
Home telephone number		
Mobile telephone number		
E-mail address		
Have they lived at this address for more than 5 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't know
If No, please provide details of <b>all</b> previous addresses for the last 5 years below (if known, including the dates and starting with the most recent).		

\* Please note that we require all addresses for the previous 5 years.  
Please continue on a separate sheet if necessary.

☐ Please tick if additional sheets are attached.

### 3. Others who should be given notice

There may be other people who should be notified of your application, for example, someone who cares for the child but is not a parent.

	Person 1	Person 2
Full Names		
Previous names (if known)		

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Gender ☐ Male ☐ Female ☐ Male ☐ Female

Date of Birth (if known) 

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Place of Birth (if known)  
(town/county/country)

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Address

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Postcode

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Please state their  
relationship to the  
children listed in  
Section 1. If their  
relationship is not the  
same to each child please  
state their relationship to  
each child.

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#### 4. Legal representation details

Do you have an advocate or solicitor acting for you? ☐ Yes ☐ No

If Yes, please give the following details:

Advocate's/Solicitor's  
Name

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Name of firm

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Address

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Postcode

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Telephone number

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Fax number

E-mail address

## 5. The Child(ren)

Does the child/Do any of the children ☐ Yes ☐ No  
have any disability or special needs?

If Yes, please give details:

Are any of the children ☐ Yes ☐ No ☐ Don't know  
known to the Children's  
Service?

If Yes, please state which  
child(ren) and the  
name(s) of the social  
worker(s) (if known)

Are the names of any of ☐ Yes (state which)  
the children on the Child  
Protection Register? ☐ No ☐ Don't know

Do all the children share ☐ Yes ☐ No  
the same parents?  
If Yes, what are the  
names of the parents?

  

If No, please identify the  
parents for each child  
named in this application

Please state everyone who has parental responsibility for each child and how they have parental responsibility (e.g. 'child's mother', 'child's father and was married to the mother when the child was born', etc.)

With whom do each of the children currently live?

☐ Applicant(s)

☐ Respondent(s)

☐ Other

If Other, please give the full address of the child(ren), the names of any adults living with the child(ren) and their relationship to or involvement with the child(ren)

If you do not wish this information to be made known to the Respondent, leave the details blank and complete Confidential contact details form **C14**

## 6. Why are you making this application?

Please give brief details:

- any previous agreements (formal or informal), and how they have broken down
- your reasons for bringing this application to the court

**Do not give a full statement, please provide a summary of any relevant grounds and reasons.**

You may be asked to provide a full statement later.

- what you want the court to do
- reasons given by the respondent(s) for their actions in relation to this application

## 7. Agreements about residence and/or contact?

Have you received a copy of the **‘Parenting Plan: Putting your children first’**: A guide for separating parents’ booklet?

☐ Yes

☐ No

**If No, you can get a copy free of charge from the Judicial Greffe**

Have you attended mediation?

☐ Yes

☐ No

Please give the following details:

- If you attended mediation information/ assessment meeting, what was the outcome?
- If you attended full mediation sessions, what was the outcome?
- If you did not attend mediation, please explain why?
- Would you be willing to attend?

- Have you been on the ‘Children in Mind’ course?

☐ Yes

☐ No

- If you have not, what was the reason?



## 8. Risk

Do you believe that any of the children listed in Section 1 have experienced or are at risk of experiencing harm from any of the following by any person who has had or may have contact with the child(ren) or who is or has been involved in caring for the child(ren)?

any form of domestic abuse/ violence	<input type="checkbox"/> Yes	<input type="checkbox"/> No
child abduction	<input type="checkbox"/> Yes	<input type="checkbox"/> No
child abuse	<input type="checkbox"/> Yes	<input type="checkbox"/> No
drugs, alcohol or substance abuse	<input type="checkbox"/> Yes	<input type="checkbox"/> No
other safety or welfare concerns	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Has there been Police, Children's Service, Mental Health, Medical or any other support services involvement with any of these risks?

<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Don't know	

If you answered Yes to any of the above, you will be asked to provide further details in due course.

## 9. Other court cases which concern the child(ren) listed in Section 1

Are you aware of any other court cases now, or at any time in the past, which concern any of the child(ren) listed in Section 1?

<input type="checkbox"/> Yes	If Yes, please give details below (and provide copies of any orders in your possession):
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☐ No If No, please go to Section 10

### Details

Name of child(ren)


Details of Case(s)


Date/year (if known)

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If the above details are different for each child, please provide details on additional sheets.

☐ Please tick if additional sheets are attached.

## 10. Attending the court

### If you require an interpreter, you must tell the court

Do you or any of the parties need an interpreter at court?

☐ Yes

☐ No

If yes, please specify the language:

If attending court, do you or any of the parties involved have a disability for which you require special assistance or special facilities?

☐ Yes

☐ No

If Yes, please say what the needs are:

## 11. Statement

\* I, the applicant, honestly believe that the facts stated in this application are true.

\* Delete as appropriate

\* I am duly authorised by the applicant to sign this statement.

Print full name

Signed

Dated

**Applicant**

Name of applicant  
lawyer's firm

Position or office held  
(If signing on behalf  
of firm or company)

Signed

Dated

**Applicant's lawyer**

### What to do now

☐ Check you have attached copies of any relevant orders (as per Section 9)

☐ Has Form C14 been attached (if applicable – relating to confidential contact)

— details)?

- ☐ Check you have completed and **signed** Section 11.
- ☐ **You must provide a copy of the application and attached documents for each of the respondents and one for JFCAS.**
- ☐ Check you have included dates of birth for all parties (if known) and children.
- ☐ Are there any additional sheets attached?
- ☐ If you have included additional sheets, you must add the names of the parties and children at the top of the page, and details of the questions and page number that the additional sheets relate to.
- ☐ Check you have attached the payment receipt. For details of the fee and how to pay, either contact the Judicial Greffe by telephone on 441300, or see the Family Court fee page: <https://www.courts.je/courts/family-court/about-the-family-court/family-court-fees/>

**Now take or send your application with the correct fee and correct number of copies to the court.**