

Scripting Preparation Sheet

Use the sections that apply to your situation. Delete any parts that don't apply to you.

When you introduce yourself:

My name is _____

If you identify as Aboriginal, add any of the following:

My Aboriginal name is _____

I am from/a member of _____ (*community/Nation/band*).

The child is/children are from/members of the _____
(*community/Nation/band*).

If the other person (the “opposing party”) doesn't show up or if they haven't filed a response, the judge will ask you about the affidavit of service that you've filed. If you haven't filed an affidavit of service, be ready to discuss how you served (gave) the other person the documents that you filed for court. Bring anything with you that proves the other person received the documents filed in court – such as a text or email from them saying they aren't coming to court, or a text or email showing they got the documents.

If children are involved:

I am the _____ (*mother/father/aunt, etc.*) of the child(ren):

_____ (*name, age, and birthdate*)

_____ (*name, age, and birthdate*)

_____ (*name, age, and birthdate*).

The other party and I _____ (*were married/have been married/lived together*) for _____ (*months/years*). We separated _____ (*months/years*) ago on _____ (*date*).

When we were together, we lived in _____ (*location*). I now live in _____ (*location*).

The child(ren) live _____ (*with me/with the other party*)

_____ (*all the time/part of the time*).

The other members of my household are _____
(for example, a new partner, stepchildren, or roommate).

I work as a _____ (your job, for example “daycare worker” or “full-time parent”).

When we were together, (describe each other’s roles and how you shared responsibilities):

For example:

- One of you stayed at home and cared for the children while the other worked.
- One of you worked while the other went to school to upgrade their skills and get a better-paying job.
- Both of you worked, the children were in daycare during the day, and both of you looked after them when you were off work.

If the other person doesn’t show up, have these details with you:

Their legal name, age, and birthdate

Where they live now

Who lives with them now (for example, a new partner, stepchildren, or a roommate)

Their current job

I am here to get an order for child support for my child(ren).

I earn \$ _____

My current financial situation is _____

The current child support payment I'm getting is \$ _____

The other party earns \$ _____ per year. I know this because

According to the child support guidelines, the other party should pay \$ _____ per month.

The child support guidelines are on the Department of Justice (Canada) website at <https://www.justice.gc.ca/eng/fl-df/child-enfant/guide/index.html>.

Use the [child support calculator](#) to work out an amount or speak to duty counsel to find out what's reasonable. For more information about child support, see [Child support](#) on the Family Law in BC website.

The other party has paid \$ _____ in child support since _____ (date).

OR

The other party hasn't paid any child support since _____ (date).

I am here to get an order for parenting time.

Our current parenting schedule isn't working because

I want the following schedule: *(give full details)*

For example:

You can use one line for each day of the week, with details for you and/or the "OP" (opposing party):

Monday: Me: Pick A and B up from school at 3 pm, keep them overnight.

OP: Drop off A and B to school in the morning.

Tuesday: Me: Drop A and B off at school in the morning.

OP: Pick A and B up from school at 3 pm, keep overnight.

Wednesday: etc.

(Or just use the blank lines provided instead, if that better suits your schedule.)

I would like to have the children on the following special days: *(for example, certain holidays or birthdays)*

Try to minimize the number of exchanges for the children. Parents often use a week-on/week-off schedule or a 2-2-3 (MT-WTH-FSS) schedule that alternates so each parent has alternating weekends.

For more information about parenting time, see [Guardianship: Parenting time and parental responsibilities](#) on the Family Law in BC website.

I am here to get an order for spousal support.

I earn \$ _____

My current financial situation is _____

The current spousal support payment I'm getting is \$ _____

The other party earns \$ _____ per year. I know this because

The other party should pay spousal support in the amount of \$ _____ per month.
I calculated this amount using the Spousal Support Calculator.

OR

Duty counsel helped me calculate this number using DivorceMate.

I need this order because

For example:

- I don't work because I have gone back to school.
- I work but earn a lot less than the other party.
- I am sick/I have a disability.
- I don't work because I take care of the kids.

For more information about spousal support, see [Spousal support](#) on the Family Law in BC website.

I am here to get an order for exclusive occupancy of the home.

I need this order because

If you want to live in the family home and want the other person to leave, write down:

- why you think it's better for you and the children to stay in the family home, and
- whether the other person has a place they can still see the children.

For example:

- I live at the home with kids and we don't have anywhere to move to. The other party is staying in his trailer/with family/with friends.
- The children go to school a five-minute walk from the current house. If we move to my mother's house, we would be 45 minutes away from the school.

I am here to get an order for protection for _____
(myself/names of child(ren)/names of other family members)

I am worried about my safety and the safety of my children.

Make a list of any family violence you or your family has experienced:

See [What is abuse?](#) on the Family Law in BC website about the different types of abuse (family violence).

(Optional) I also need an order that the other party has to file a complete financial statement in 30 days.

If the other person hasn't filed a financial statement, you must ask for one if it's needed.

Be prepared to discuss any useful information about the other party's income or ability to earn an income, such as previous employment history, training, etc. It will save time in court if you put this information in an affidavit that you file before the court date.

After you've read your script:

The judge will now give you a chance to say anything you may have left out by mistake. Take time to look over your script and make sure you've said everything you wanted to say.

The judge will then tell you what they'll do for you and/or what they want you to do. Write down everything (in the space provided on the script form) that the judge says. Take a minute to read it to yourself, and then double check it by repeating it back to the judge. This is not a regular part of the process but don't be shy – repeating it back to the judge is acceptable. Make sure you ask what happens next if this isn't clear to you.

- If the judge made an order, the registry will draft it and send it to you.
- If your conference is in person, also ask the clerk for a copy of the order they typed up as the judge was speaking. The order is effective the day it's made. You don't have to wait to get the paper copy from the court (which might not come for weeks).
