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VOLUNTARY TERMINATION OF PARENTAL RIGHTS GUIDELINES

NOTE: This guideline is provided only as a public service and is not meant to be legal advice. The Clerk of Juvenile Court's office cannot give legal advice; please contact an attorney if you have legal questions.

TO START A TERMINATION OF PARENTAL RIGHTS ACTION:

At the time a *Petition for Termination of Parental Rights* is filed, the petitioner is required to pay a \$200 deposit for Guardian ad Litem Fees to the Register in Probate.

Below are the forms necessary to complete this action. These forms can be found in the circuit court forms section at www.wicourts.gov. You can either print them from this website and fill them in, or fill them in online and then print them.

Complete and file the original of the following:

Petition for Termination of Parental Rights – JC-1630

Order Appointing Guardian ad Litem – GF 131

Summons (Termination of Parental Rights) – JC-1633

Uniform Child Custody Jurisdiction and Enforcement Act Affidavit – GF 150

At the time of filing, the Clerk of Juvenile Court will provide you with a hearing date and time and inform you of which Judge has been assigned to the case.

Once you have filed the above documents, the Court will appoint an attorney to act as Guardian Ad Litem for the child. You will be required to deposit \$200 to offset the fees of the Guardian Ad Litem when you file the Petition for Termination of Parental Rights. You will further be required to repay Lincoln County for any fees above and beyond \$200 at the conclusion of the case, and as arranged with the Clerk of Juvenile Court.

You will be responsible for providing a copy of all filed documents to all interested

persons, including the Guardian ad Litem.

If you do not know the whereabouts of the terminating parent, the Court may require you to publish the **Notice and Order of Hearing (For Publication) – JC-1635** in the newspaper. If the Court finds that it is necessary to use the mother's name to publish, you will also have to complete **Consent to Use Mother's Name for Publication – JC-1634**.

You will be responsible for the cost of any publication and must file an **Affidavit of Publication**, which will be provided by the newspaper, with the Clerk of Juvenile Court. Prior to the hearing, you will need to have the following forms completed by the terminating parent and file them with the Clerk of Juvenile Court:

Consent to Termination of Parental Rights (Affidavit) – JC-1636 or
Consent to Termination of Parental Rights (Judicial) – JC-1637

Acknowledgement of Alternatives and Rights – County Form

Affidavit (to provide identifying information) – CFS 142

****This form is not required and should be completed by the terminating parent only if he or she is willing to authorize the Department of Health and Family Services to provide information about their identity and location to the child if it is requested.**

Family History Questionnaire (Medical/Genetic) – CFS 149

Family History Questionnaire (Pregnancy & Delivery) – CFS 149A
(This form is only required if the terminating parent is the child's birth mother)

On the day of the hearing, you must have complete and bring with you the following:

Order Concerning Termination of Parental Rights (Voluntary) – JC-1638

Court Report for Centralized Birth Record – CFS 134

Shortly after the hearing, a copy of the Order Concerning Termination of Parental Rights will be provided to each of the interested persons by the Clerk of Juvenile Court.

All of the forms referenced in this *Guideline* can be found on the Wisconsin Court System Website: www.wicourts.gov The Register in Probate DOES NOT provide forms to the public.