

Do Not File Or Copy This Page

**OBJECTION TO
MASTER'S
RECOMMENDATION
AND
NOTICE TO SET**

A-7

The District Court Filing Office
is located on the first floor at:

75 Court Street

Reno, NV 89501

www.washoecourts.com

* These forms cannot be used for appeals to the Nevada Supreme Court.

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**OBJECTION TO MASTER'S
RECOMMENDATION AND NOTICE
TO SET
PACKET A-7**

Use this packet only if the following statements are true:

- If you received the written finding of fact and recommendation by electronic service or personal service, it has not been more than 10 days. Or if you received the documents by mail, it has not been more than 13 days.

-OR-

- If this is a juvenile case and you received the written finding of fact and recommendation by electronic service or personal service, it has not been more than 5 days. Or if you received the documents by mail, it has not been more than 8 days.

INSTRUCTIONS FOR COMPLETING FORMS

Carefully read all instructions before starting to fill out any of the forms.

Use **black or blue ink only**. Neatly print the information requested.

Do not use correction fluid/tape on the forms.

This packet contains the following forms:

1. Objection to Master's Recommendation and Notice to Set
2. Proof of Service x 2
3. Application for Setting
4. Proof of Service x 2

The penalty for willfully making a false statement under penalty of perjury is a minimum of 1 year, and a maximum of 4 years in prison, in addition to a fine of not more than \$5,000.00. N.R.S. §199.145

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INSTRUCTIONS: STEP 1

Complete Page One of the Objection to Master's Recommendation and Notice to Set as Shown:

1) Print your name, address, telephone number, and email.

2) Print the names of the parties, the Case No. and Department No. just as they appear on all other documents in this case.

3) Print the other party's name.

4) Print the date of and the name of the Master who made the recommendation.

5) Print your reason(s) for objecting to the recommendation.

1	Code: 2620
2	Name: _____ Address: _____
3	Telephone: _____
4	Email: _____
5	Self-Represented Litigant
6	
7	IN THE FAMILY DIVISION
8	OF THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA
9	IN AND FOR THE COUNTY OF WASHOE
10	_____
11	Plaintiff / Petitioner / Joint Petitioner, Case No. _____
12	vs Dept. No. _____
13	_____
14	Defendant / Respondent / Joint Petitioner.
15	
16	<u>OBJECTION TO MASTER'S RECOMMENDATIONS AND NOTICE TO SET</u>
17	TO: _____
18	(Print other party's name)
19	Notice is hereby given that I request a review of the Master's Recommendation entered on
20	_____ by Master _____
21	(Date recommendation was entered) (Print name of Master who signed recommendation)
22	I request a review of the Master's Recommendation for the following reasons:
23	_____
24	_____
25	_____
26	_____
27	_____
28	If more room is needed, attach additional sheets.
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INSTRUCTIONS: STEP 2

Complete Page Two of the Objection to Master's Recommendation and Notice to Set as Shown:

You and the other party will need to meet at the Court to set a hearing date for the objection. You will choose which day you would like to meet at the Family Division of the Second Judicial District Court on the 3rd Floor of 1 South Sierra Street, Reno, NV 89501.

The date must be at least 10 days from the date you are serving the objection.
**You may schedule a time to set a hearing Tuesday, Wednesday, or Thursday
between 9:00 a.m. and 12:00 p.m.**

1) Select this box if you can appear in person. Print the date you will appear and at what time.

OR

Select this box if you **cannot** appear in person. Print the date you will call and at what time.

If you select this box you will also need to explain why you cannot appear in person.

2) Date, sign, and print your name.

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Setting a Hearing

Select whether you will appear in person or by telephone to set the date for your hearing. Print your chosen date and the time that you and the other party will meet to set a date for the hearing on your objection.

If you cannot appear at the setting in person, for instance if you are out of state or cannot travel, fill in the reason you will be appearing by telephone.
If you are going to appear by telephone, it is your responsibility to call the clerk of the court on the appointed date and time.

Notice is hereby given that I will appear in person before the above-entitled Court on _____ at the hour of _____ a.m. to set this matter for hearing.
(Date you will appear to SET your hearing) (Time)

-OR-

Notice is hereby given that I will appear by telephone before the above-entitled Court on _____ at the hour of _____ a.m. to set this matter for hearing.
(Date you will appear to SET your hearing) (Time)

I will appear by telephone to set the hearing because _____

This document does not contain the personal information of any person as defined by NRS 603A.040.

I declare under penalty of perjury under the law of the State of Nevada that the foregoing statements are true and correct.

Date: _____ Signature: _____

Print Your Name: _____

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INSTRUCTIONS: STEP 3

Electronically Filing the Documents

You will need to upload the original documents to eFlex. EFlex is available online at <https://wcefex.washoecourts.com/>, and at the Second Judicial District Court. Scanners are available at the Second Judicial District Court.

If you have not done so, you will need to sign up for an eFlex account and turn in the EFile User Agreement, to the Filing Office located at 75 Court Street or email to eflexsupport@washoecourts.us.

Sign into your eFlex account using the username and password you created and electronically file the:

- Objection to Master's Recommendation

Once a document has been electronically filed, a Notice of Electronic Filing will be automatically generated and sent to any electronic filers in the case. All electronic filers have agreed to accept the notice as valid and effective service. This replaces the need for paper service.

If the other party has not yet signed up for electronic filing, or you do not know whether the other party is an electronic filer, please contact the Self Help Center. **Additional steps are required to complete service if the other party is not an electronic filer.**

The Notice of Electronic Filing does not replace the Proof of Service (*see* INSTRUCTIONS: STEP 5)

Make sure to keep the original documents you file for your personal records. File-stamped copies of your documents are available through your eFlex account.

There is no filing fee for filing this document.

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INSTRUCTIONS: STEP 4

Serving the Documents

If this case involves a child support matter with the District Attorney's Office, a copy must be served upon the District Attorney's Office **and** the other party.

If the other party has not yet signed up for electronic filing, please contact the Self Help Center. If the other party is an electronic filer, they will be automatically served a file-stamped copy of all the forms filed through eFlex. Once a document has been filed, a Notice of Electronic Filing will be automatically generated and available to be viewed on your eFlex account. The Notice of Electronic Filing will tell you whether or not the other party is an electronic filer.

INSTRUCTIONS: STEP 5

Complete the Proof of Service as Shown:

If this case involves a child support matter with the District Attorney's Office, and the other party was represented by the District Attorney's Office, a copy must be served upon the District Attorney's Office **and** the other party. You will need to fill out a Proof of Service for each party served.

1) Print your name, address, telephone number, and email.

2) Print the names of the parties, the Case No. and Department No. just as they appear on all other documents in this case.

3) Print the name of the party served, the date served and mark the box for how they were served.

4) Date, sign, and print your name.

1 Code: 3720
2 Name: _____
3 Address: _____
4 Telephone: _____
5 Email: _____
6 Self-Represented Litigant

7 IN THE FAMILY DIVISION
8 OF THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA
9 IN AND FOR THE COUNTY OF WASHOE

10 Plaintiff / Petitioner / Joint Petitioner, Case No. _____
11 vs. Dept. No. _____
12 Defendant / Respondent / Joint Petitioner.

13 PROOF OF SERVICE

14 I served a true and correct copy of Objection to Master's Recommendation upon the following
15 people:
16
17 1. Name: _____ Date: _____
18 By: Service by eFlex Personal Service
19 Certified mail, return receipt attached U.S. Mail, postage prepaid
20 Other: _____
21 Address where service occurred, if applicable: _____
22 If more room is needed, attach additional sheets.
23 A copy of this Proof of Service has been electronically served, mailed, or personally delivered
24 to all parties or their lawyer.
25 This document does not contain the personal information of any person as defined by
26 NRS 603A.040.
27 Date: _____ Your Signature: _____
28 _____ Print Your Name: _____

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INSTRUCTIONS: STEP 6

Copying and Filing the Proof of Service

After service is completed, you must file the proof of service with the court. See INSTRUCTIONS: STEP 3. There will not be a filing fee for the proof of service. Without proof of service on the other party, the court cannot consider your answer.

INSTRUCTIONS: STEP 7

Complete the Application for Setting as Shown:

1) Print the names of the parties, the Case No. and Department No. just as they appear on all other documents in this case.

2) Leave the rest of the document blank. The court will complete the form.

1 CODE 1250
2
3
4
5
6 IN THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA
7 IN AND FOR THE COUNTY OF WASHOE
8
9 _____ Plaintiff,
10 vs. Case No. _____
11 _____ Dept. No. _____
12 _____ Defendant,
13
14 **APPLICATION FOR SETTING**
15 TYPE OF ACTION: _____
16 MATTER TO BE HEARD: _____
17 Date of Application : _____ Made by: _____
18 _____ Plaintiff or Defendant
19 COUNSEL FOR PLAINTIFF: _____
20 COUNSEL FOR DEFENDANT: _____
21 Instructions: Check the appropriate box. Indicate who is requesting the jury. Estimated No. Of Jurors:
22 Jury Demanded by (Name): _____
23 No Jury Demanded by (Name): _____
24 Estimated Duration of Trial: _____
25 _____
26 _____
27 Attorney(s) for Plaintiff Attorney(s) for Defendant
28 Motion - No. Setting at on the day of 20
Trial - No. Setting at on the day of 20
JUD 500 (Rev 3/03)

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INSTRUCTIONS: STEP 8

Setting the Hearing

In person:

On the date that you wrote on page two of your Objection to Master's Recommendation, the Notice to Set, take the following documents with you to the 3rd Floor of 1 South Sierra, Reno, NV.

1. The Application for Setting
2. Your copy of the Objection to Master's Recommendation and Notice to Set
3. Your copy of the Proof of Service

Go to the counter on the third floor and tell the clerk at the counter that you are there to set a hearing on your Objection.

- If the other party or their attorney is there the court will set the date with input from both of you.
- If the other party does not show up, the court will set the date with you.

By telephone:

If you are setting your hearing by telephone, contact the clerk at the 3rd floor of 1 South Sierra at (775) 325-6726 prior to the date you have told the other party to appear so that you can arrange with the clerk to set by telephone.

At that time you may also ask the clerk how the Application for Setting is going to be handled. You may be responsible for mailing a copy of the Application for Setting to the other party and filing the second Proof of Service.

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INSTRUCTIONS: STEP 9

The Second Proof of Service

If the other party attended the setting of the hearing and signed the Application for Setting sheet, you will not need to serve them or file this Proof of Service. Skip this step.

If the other party did not attend the setting of the hearing, you will need to serve them a copy of the Application for Setting (See INSTRUCTIONS: STEP 4) then fill out and file the second Proof of Service as you did the previous Proof of Service (See INSTRUCTIONS: STEP 5, 6, & 7).

Make sure to attend your hearing.

If you do not attend your hearing, the Judge may issue orders without you there.

Legal Assistance

The information in this packet is provided as a courtesy only. This packet is not a substitute for the advice of an attorney. Counsel is always recommended for legal matters.

If you do not have an attorney, you are encouraged to seek the advice of a licensed attorney or visit the Family Division Self Help Center which is located at One South Sierra Street, Reno, NV. **The Self Help Center cannot give legal advice** but can give information regarding court procedures.

You may also wish to speak with a family law lawyer at no cost through the Law Library's "Lawyer in the Library" program, or to seek assistance from other free or reduced-cost legal resources in the area, to include:

LAWYER IN THE LIBRARY

First Floor (to the left of the Filing Office) of the courthouse located at:

75 Court Street, Reno, NV.

775-328-3250

www.washoecourts.com/lawlib

Tuesday Evenings – Arrive by 4:25 p.m.

Please Note The program is limited to 10 participants each evening.

NEVADA LEGAL SERVICES

204 Marsh Avenue Reno, NV 89509

(775) 284- 3491 – leave a message if necessary

nlslaw.net

WASHOE LEGAL SERVICES

299 S. Arlington Avenue Reno, NV 89501

(775) 329-2727 – leave a message if necessary

www.washoelegalservices.org