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**STIPULATION
REGARDING
UNREIMBURSED HEALTH
CARE EXPENSES**

S-3

Self Help Center
1 South Sierra St., First Floor
Reno, NV 89501
775-325-6731
www.washoecourts.com

*** Both parties must initial, otherwise the stipulation will not be granted.**

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**STIPULATION REGARDING
UNREIMBURSED HEALTH CARE
EXPENSES

PACKET S-3**

Use this packet only if all of the following statements are true:

- You have a case with an existing order in the Second Judicial District Court.
- You and the other party agree to change the order.

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. Request for Submission
2. Judgment and Order Upon Stipulation for Unreimbursed Health Care Expenses

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

Only one person needs to fill out this form.

Complete the Request for Submission as Shown:

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

1 Code: 3860
2 Name: _____
3 Address: _____
4 Telephone: _____
5 Email: _____
6 Self-Represented Litigant

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

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 _____ Case No. _____
11 Plaintiff / Petitioner / Joint Petitioner, Dept. No. _____
12 vs.
13 _____
14 Defendant / Respondent / Joint Petitioner.
15 _____

3) Print the date you file the stipulation with the court.

16
17 REQUEST FOR SUBMISSION
18
19 I request that the Judgment and Order Upon Stipulation for Unreimbursed Health Care Expenses
20 filed on _____ be submitted to the Court for decision.
21 (Date the document was filed with the Court)

4) Date, sign, and print your name.

22 This document does not contain the personal information of any person as defined by NRS
23 603A.404.
24
25 Date: _____ Your Signature: _____
26
27 Print Your Name: _____
28

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INSTRUCTIONS: STEP 2

Complete the Index of Exhibits and the Exhibit Cover Page as Shown:

You will need to attach the Judgment and Order Upon Stipulation for Unreimbursed Health Care Expenses as an exhibit to the Request for Submission in order to electronically file it.

You do not need to write anything on these pages.

- 1) The documents should be in the following order:
- Request for Submission
 - the Index of Exhibits
 - the Exhibit Cover Page
 - the Judgment and Order Upon Stipulation for Unreimbursed Health Care Expenses

INDEX OF EXHIBITS

Exhibit Number 1 Number of Pages 3
Exhibit Description Judgment and Order Upon Stipulation for Unreimbursed Health Care Expenses

Exhibit Number _____ Number of Pages _____
Exhibit Description _____

Exhibit Number _____ Number of Pages _____
Exhibit Description _____

Exhibit Number _____ Number of Pages _____
Exhibit Description _____

Exhibit Number _____ Number of Pages _____
Exhibit Description _____

Exhibit Number _____ Number of Pages _____
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Exhibit Number _____ Number of Pages _____
Exhibit Description _____

Exhibit Number _____ Number of Pages _____
Exhibit Description _____

Exhibit Number _____ Number of Pages _____
Exhibit Description _____

Exhibit Number _____ Number of Pages _____
Exhibit Description _____

Exhibit Cover Page

SAMPLE

EXHIBIT NUMBER 1

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INSTRUCTIONS: STEP 3

Complete the Judgment and Order Upon Stipulation for Unreimbursed Health Care Expenses as Shown:

1) Print your names, addresses, telephone numbers, and emails.

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) Complete pages 1 – 3, following the instructions on each page.

On page 3 do not sign the Order and Judgment.

1	Code: 3980
2	Name: _____
3	Address: _____
4	Telephone: _____
5	Email: _____
6	Name: _____
7	Address: _____
8	Telephone: _____
9	Email: _____
10	Self-Represented Litigants
11	IN THE FAMILY DIVISION
12	OF THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA
13	IN AND FOR THE COUNTY OF WASHOE
14	Petitioner, Case No. _____
15	vs. Dept. No. _____
16	Respondent, _____
17	<u>JUDGMENT AND ORDER UPON STIPULATION FOR</u>
18	<u>UNREIMBURSED HEALTH CARE EXPENSES</u>
19	The above-named parties hereby stipulate to the entry of an Order as follows:
20	1. Respondent is the parent of:
21	
22	NAME OF CHILD(REN) DATE OF BIRTH
23	_____
24	_____
25	_____
26	_____
27	_____
28	_____
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INSTRUCTIONS: STEP 4

Electronically Filing the Documents

One party 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 either party has not done so, they will need to sign up for an eFlex account and turn in an eFile User Agreement, to the Filing Office located at 75 Court Street or email to eflexsupport@washoecourts.us.

One party will sign into their eFlex account using the username and password you created and electronically file the:

- Request for Submission and Index of Exhibits; and
- Judgment and Order Upon Stipulation for Unreimbursed Health Care Expenses (as an exhibit to the Request for Submission).

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 will not be a filing fee charged when documents are filed.

What Happens Now?

Now that you have completed all the steps, your stipulation has been sent to the court for a decision. The court has approximately 60 days to grant, deny, or set your stipulation for a hearing.

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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