

INSTRUCTIONS FOR MOTION AND AFFIDAVIT FOR CONTEMPT (FAMILY)

1. In heading on first page, insert name of county where this case is filed.
2. Insert case number on the line under "county".
3. Insert name of Petitioner on the line opposite "Petitioner".
4. Insert name of Respondent on the line opposite "Respondent".
5. In the first paragraph, after the words "Kentucky Civil rule 2.05", insert your name (you will be either the Petitioner or the Respondent in the case).
6. In the second paragraph, insert the date of the Order that the other party has not complied with (obeyed). Circle whether the person who disobeyed the Order was the Petitioner or the Respondent.
7. On the line below the second paragraph, state what that Order told the other party to do.
8. In the third paragraph, again circle whether you are the Petitioner or Respondent who is filing this Motion, and whether it is being filed against the Petitioner or the Respondent.
9. Sign the Motion on the signature line and print your name under this. Circle whether you are the Petitioner or the Respondent in this case.
10. On the next page, the section titled "Notice" fill in the date, time and location of the hearing for this Motion (ask the court clerk for this information).
11. "Certificate of Service" – you will need to send a copy of this Motion and Affidavit to the other party; in this section, write the name of the person you are sending it to, his/her address, and the date that you sent it to him/her.
12. Sign your name on the line provided.
13. On the next page ("Affidavit"), insert your name in the space provided on the first line; circle whether you are the Plaintiff or Defendant in the case.
14. In the next blank space, insert the name of the person who has not complied with the Order; in the next space, state what the Order was that has been violated, and then the date of that Order.
15. In the lines provided, explain how and why you believe the Order has been violated.
16. Sign the Affidavit IN FRONT OF A NOTARY PUBLIC (the notary must watch you sign the document and he/she will then fill out the spaces under "Notarization").
17. Bring all three pages to the Circuit or District Court clerk and ask that they be filed in the case. Ask for a date-stamped copy.
18. Appear in Court on the date your hearing has been scheduled.

COMMONWEALTH OF KENTUCKY

_____ COUNTY CIRCUIT/FAMILY COURT (circle one)

CASE NO. _____

PETITIONER

v.

RESPONDENT

MOTION AND AFFIDAVIT FOR CONTEMPT

As provided by Kentucky Civil Rule 2.05, _____ (insert name), the
Petitioner/Respondent (circle one) in the case cited above, asks the Court to consider this
Motion for Contempt, as follows:

On _____ (insert date of Order), this Court ordered Petitioner/Respondent (circle
one) to do the following (describe the Order on the line below):

Petitioner/Respondent (circle one) has filed an Affidavit (attached) showing that the
Petitioner/Respondent (circle one) has failed to perform the action described above.

Respectfully submitted,

(Signature)

Print Name
PLAINTIFF/DEFENDANT (circle one)

NOTICE

The Motion above shall be heard before this Court on _____, _____ at
_____ am/pm in _____ County Courthouse, _____,
KY.

CERTIFICATE OF SERVICE

I certify that a true and accurate copy of this Motion and Affidavit for Contempt was
mailed, postage prepaid, to _____ (insert name) at _____
(insert address) on _____ Insert date).

(Signature)

AFFIDAVIT

I, _____ (name), the Petitioner/Respondent (circle one) in the case cited above, state that _____ (name), the Petitioner/Respondent (circle one) has failed to comply with the following Order issued by this Court:

(describe the Order) issued on _____ (date).

Describe below the ways in which Petitioner/Respondent failed to comply with this Order:

(Signature)
Petitioner/Respondent (circle one)

NOTARIZATION

COMMONWEALTH OF KENTUCKY
_____ COUNTY

SWORN and SUBSCRIBED before me by _____ in _____, Kentucky on this the _____ day of _____, 20_____.

(Signature)
NOTARY PUBLIC, STATE-AT-LARGE

My Commission expires: _____