TEAM WORKS
ASSISTANCE WITH FAMILY LEGAL MATTERS
TELEPHONE (858) 675-9225
16466 BERNARDO CENTER DR., SUITE 188
SAN DIEGO, CALIFORNIA 92128
FAX (858) 485-8714

PARENTAGE CASE INTAKE QUESTIONNAIRE

1. How did you hear about TEAM WORKS? _____

2. RESIDENCY: Generally speaking, **your child(ren)** must have been a resident of California for at least last six months and of San Diego County for at least three months (included within the total six months) immediately prior to the filing. There are some exceptions to this rule. Please circle below indicating that your child(ren) meet this requirement or they do not:

Yes, our child(ren) have residency or **No, our child(ren) do not have residency**

3. **YOUR** Name: _____ Home Phone: _____

Fax: _____ Cell: _____ Email: _____

Street: _____ Work Phone: _____ Fax: _____

City: _____ State: _____ Zip: _____ Birthdate: _____

Social Security#: _____ Employer Name: _____

Employer Address: _____

Position: _____ Work Hours: _____

A person we can call as a secondary contact: _____

Address: _____

Phone: _____ Relationship to you: _____

4. Other Parent's Name: _____ Home Phone: _____

Fax: _____ Cell: _____ Email: _____

Street: _____ Work Phone: _____ Fax: _____

City: _____ State: _____ Zip: _____ Birthdate: _____

Social Security#: _____ Employer Name: _____

Employer Address: _____

Position: _____ Work Hours: _____

A person we can call as a secondary contact: _____

Address: _____

Phone: _____ Relationship: _____

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(OVER)

T E A M W O R K S

5. CHILDREN OF **THIS** RELATIONSHIP **ONLY:** Do not fill in **any** portion of this section unless you either have (or are expecting) a child of this relationship.

Name:	Birthplace:	Birthdate:	Age:	Sex:	Social Security #

a. Children are presently living with: mother father (circle one or both) at following address:

_____

b. Is mother presently pregnant? Yes No (Circle One)

c. Physical Custody of children requested: Joint Mother Father (circle one)

d. Visitation requested for (circle one) Mother Father Supervised Yes No

6. Was a Voluntary Declaration of Paternity (VDOP) signed by father at birth of your child(ren) - provide a copy.

7. Was the father listed on the child(ren)'s birth certificate - provide a copy.

8. **Please provide written proof of both parents' incomes to the extent that you can.**

I UNDERSTAND that TEAM WORKS will provide mediation services on our case and no attorney representation to either of us. TEAM WORKS' mediation services are designed to provide general information to assist us in reaching an agreement. When we present our completed forms to TEAM WORKS, TEAM WORKS will then package our agreement and submit our parentage case papers to the Superior Court system for processing upon payment of proper Court filing fees and TEAM WORKS charges. I understand that if we do not reach an agreement through TEAM WORKS within the normal six-month process, I may also be required to pay the TEAM WORKS fees again.

_____ _____

DATED CUSTOMER SIGNATURE (REV. 4/14/2026)

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PARENTAGE PAYMENT AGREEMENT

THIS AGREEMENT is entered into by TEAM WORKS and the undersigned customer.

This agreement is **NOT** intended to establish an attorney-client relationship between Customer and TEAM WORKS. TEAM WORKS does not provide legal representation to its customers as part of this agreement. Customers are encouraged to consult with an attorney of their choice.

TEAM WORKS is a divorce/parentage case mediation and paperwork preparation service. The customers provide all essential information to TEAM WORKS and then complete the settlement documents of their case.

TEAM WORKS prepares all necessary paperwork to complete the agreed upon parentage case settlement and makes sure court papers are filed with the court. The Court **may** require you to appear to explain why the court should grant the orders that you request. The TEAM WORKS fee will not include request for issuance of new birth certificates.

The customer agrees to pay TEAM WORKS **$1895**.

Payment can be made by credit/debit card at the following link -
https://payv3.xpress-pay.com/pt/060cac048e8a11f08651005056b805a0

Payment can also be made by Personal Check, Money Order, Bank Check or cash, but must be made at least 2 business days prior to your mediation appointment.

Fax Information to: **TEAM WORKS: 858-485-8714**

ALL MONEY PAID TO TEAM WORKS IS **NON-REFUNDABLE**. This is true even if your parentage case is not completed. For example, TEAM WORKS may not be able to complete your parentage case if the other parent refuses to cooperate once the case has been started. Any costs incurred by customer, for example, certified copies and filing fees, are not covered by the money paid to TEAM WORKS.

The TEAM WORKS fee entitles you to preparation of parentage case papers in advance of your mediation session, (1) two-hour mediation session with mediator Jefferson L. Stacer, priority assistance at our Team Works workshops, completion and filing of your settlement with the Court. The Team Works workshops are held twice each month on the first Wednesday night (7 - 9 PM) and third Saturday morning (9 - 11 AM) each month on Zoom and at our offices where you can receive help completing your parentage case settlement papers.

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Our contract for service is good for six months. It is your responsibility to get the other parent to agree with you and to get the TEAM WORKS forms to us for filing prior to the end of six-month period. If you and the other parent are *unable* to complete your case within the six-month waiting period and you need additional assistance from us, (additional time or forms), you may be required to pay the TEAM WORKS fee again.

We can provide you with a list of family law specialist attorneys in San Diego County for attorney consultations to assist you with your case. The High Conflict Intervention Program, meets on Tuesday nights in person and can be taken online at www.parentsinconflict.com as an affordable resource designed to assist parents in learning skills that calm the conflict and protect the children.

TEAM WORKS does not provide legal staff to answer any of your legal questions. There are "NO Drop-In" hours for TEAM WORKS. You may schedule additional mediation appointments after the first appointment if you need more assistance with your case and are unable to attend the free TEAM WORKS workshops. The charge for these additional mediation appointments is $295/hr.

COURT FILING FEES: Court filing fees are paid to the court. (**Not TEAM WORKS** - Cashiers Check or Money Order Payable to **COURT CLERK**):

The required filing fee to get the case started is called the Petitioner's Filing fee

Required Filing Fee:	Petitioner's Filing Fee:	$435.00*

The respondent's filing fee does not need to be paid in order to get your case started, but will ultimately be required to file your settlement/Judgment.

2nd Required Fee:	Respondent's Filing Fee:	$435.00 *
Waiver of Fees:	If you are unable to pay the Court filing fees, you may complete an Application for Waiver of Court Costs and Fees	

* All court filing fees are periodically increased by the Court.

Dated:

_____
CUSTOMER

(Rev 4/14/26)

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