

A Comprehensive Guide to Organizing Your Custody Case

Winning or securing fair custody arrangements requires strong documentation. Courts want to see proof of your involvement, stability, and ability to provide a nurturing home for your child. Use this checklist to ensure you have everything needed to support your case.

1. Personal & Identification Documents

- ✓ Birth certificate of the child(ren)
- ✓ Your government-issued ID (driver's license, passport, etc.)
- ✓ Social Security cards (yours and your child's)
- ✓ Proof of residency (utility bills, lease/mortgage statements)
- ✓ Proof of employment and income (pay stubs, tax returns, or W-2s)

2. Proof of Parental Involvement

- ✓ School records (report cards, attendance logs, teacher communications)
- ✓ Medical records (doctor's visits, immunization history, prescriptions)
- ✓ Extracurricular activity proof (sports, hobbies, club participation)
- ✓ Photos/videos of time spent with your child
- ✓ Affidavits or character reference letters from teachers, neighbors, or family members

3. Communication & Co-Parenting Records

- ✓ Text messages and emails with the co-parent regarding child-related discussions
- ✓ Proof of visitation or parenting time (calendar logs, pick-up/drop-off documentation)
- ✓ Co-parenting plan (if already established)
- ✓ Court-ordered parenting plan (if applicable)
- ✓ Documentation of attempts to facilitate co-parenting (mediation records, parenting classes attended)

4. Financial Support & Stability Proof

- ✓ Child support payment receipts (if applicable)
- ✓ Expenses related to the child (medical bills, education costs, daycare receipts)

- ✓ Lease or mortgage documents showing your living situation
- ✓ Bank statements proving financial stability
- ✓ Proof of child's health insurance coverage

5. Legal & Court-Related Documents

- ✓ Existing custody agreements or court orders
- ✓ Restraining orders or documented instances of domestic disputes (if applicable)
- ✓ Mediation agreements or recommendations
- ✓ Court-filed motions or petitions related to custody
- ✓ Police reports (if any issues have occurred)

6. Parenting Plan & Child's Daily Life Schedule

- ✓ A detailed parenting plan outlining custody schedules, holidays, and responsibilities
- ✓ Your child's daily routine (school, bedtime, meal schedules)
- ✓ List of emergency contacts and caretakers
- ✓ Copies of any school or daycare agreements regarding pick-up/drop-off responsibilities

Final Steps:

- ✓ **Organize your documents into folders** (physical and digital copies).
- ✓ **Label everything clearly** for easy access in court or mediation.
- ✓ **Review and update documents regularly** to reflect current circumstances.
- ✓ **Need help preparing?** Menbuse offers **personalized custody coaching** to guide you through the process.

 **Download this checklist and take control of your custody case today!**

 **Need one-on-one guidance? [Book a consultation with Menbuse now!](#)**