

## Instructions For Caption And Signature Juvenile Court Form

ND Legal Self Help Center Staff and Court employees **can't** help you fill out forms, or create documents for you. If you're unsure how to proceed, consult a [lawyer](#).

ND Legal Self Help forms **aren't** official forms. Judges and courts **aren't** required to accept them. There's no guarantee Center forms will be accepted. Use at your own risk!

**Don't include these instruction sheets when you serve or file the completed form.**

### Documents filed in Juvenile Court Actions **After** the Action, or Case, Has Started

Documents filed after the start of a North Dakota Juvenile Court action, or case, must meet certain formatting and signature requirements.

If you decide to file documents after a Juvenile Court case has started, you may find this General-Use caption and signature form of interest as a starting point for creating legal documents for use in an existing Juvenile Court case.

### Laws and Rules Related to Juvenile Court Actions, or Cases

Following are legal research starting points related to Juvenile Court cases. You need to conduct additional legal research into your legal issue.

Chapters [27-20.1](#), [27-20.2](#), [27-20.3](#), and [27-20.4](#) of the North Dakota Century Code contain laws that apply in Juvenile Court cases.

The [North Dakota Rules of Juvenile Procedure](#) apply in Juvenile Court cases.

The [North Dakota Rules of Evidence](#) apply in Juvenile Court cases, unless an exception applies from [Rule 1101](#) of the North Dakota Rules of Evidence.

See also, the [North Dakota Rules of Civil Procedure](#) and the [North Dakota Rules of Court](#). These rules may be used to fill in gaps in Juvenile Court process that Chapters 27-20.1, 27-20.2, 27-20.3, and 27-20.4 and the North Dakota Rules of Juvenile Procedure don't cover.

### Definition of a "Child" for Juvenile Court Actions, or Cases

The child who is the focus of the Juvenile Court case must be **either**:

1. Unmarried and under the age of 18; **or**
2. Under the age of 20 and committed the delinquent act while under the age of 18 and unmarried.

## Only Certain Types of Actions, or Cases, can be Brought in Juvenile Court

**Child in need of protection:** A child in need of protection is a child who is “without proper parental care or control necessary for the child’s physical, mental or emotional health, or morals, and the need for protection isn’t due primarily to the lack of financial means of the child’s parents, guardian or other custodian.”

**Child in need of services (unruly):** A child in need of services is a child who has committed an offense that only applies to a child, such as truancy, consuming or possessing alcohol, disobedience of parental commands, or using tobacco, and is in need of treatment or rehabilitation.

**Delinquent child:** A delinquent child is a child who has committed an act that’s considered a crime and is in need of treatment or rehabilitation.

**Guardianship:** A guardianship of a minor child is a juvenile court process where a judge or judicial referee appoints a guardian to act in the place of a parent of the minor child. A legal relationship is created between the guardian and the minor child, allowing the guardian to care for and make decisions on behalf of the minor child.

**Termination of Parental Rights:** An order terminating parental rights of a parent terminates all the parent’s rights and obligations with respect to the child and of the child to or through the parent arising from the parental relationship.

**This form isn’t a fillable form.** To create your legal document using this form, you have at least two options:

**Option One:** Print this form on 8 ½” x 11” paper and hand-write your legal document. Your hand-writing must be easily readable. Black ink is preferred.

**Option Two:** Copy and paste the Caption and Signature sections into a word processing program, for example, Microsoft Word, WordPerfect, Google Docs, or OpenOffice. Use this form and these instructions as your guide to format your legal document.

### Caption (top of form):

- If you copied and pasted the Caption section into a word processing program, format your caption as close as you can to the Caption section of the form.
- Complete the caption exactly as it appears in the Juvenile Court summons.
- Fill in the title of the document.

### Write/Type Your Juvenile Court Legal Document:

- Write or type your Juvenile Court legal document in your own words.
- If you need to add additional pages, add the additional page or pages between the Caption page and the Signature page. Write or type on one side **only** of each additional page.

### Paragraph Numbering:

- Each paragraph of your written or typed Juvenile Court legal document must be numbered.

### Date and Signature:

- The date and signature are at the end of your Juvenile Court legal document.
- If you copied and pasted the Signature section into a word processing program, format the signature section as close as you can to the Signature section of the form.
- You, the self-represented party, date and sign the document.

**Warning:** By signing your name you're telling the Juvenile Court that you're telling the truth and that you have a good faith reason for your requests. If you're not telling the truth or if you're misleading the Juvenile Court, or if you're serving or filing this document for an improper purpose, the Juvenile Court could find you in contempt or you may be prosecuted for perjury.

- Fill your printed name, address, telephone number, and email address,

If you have a physical address **and** a mailing address, type or write both addresses using the lines provided, and the space next to the address lines.

### Verification:

Review the Juvenile Court laws and rules to determine if your legal document must be verified. (For example, Petitions to start a Juvenile Court case must be verified.)

If your legal document must be verified, include the following verification statement **after** your signature and address:

I, \_\_\_\_\_ (petitioner name), verify that I am the  
Petitioner in the above-entitled action; and I declare, under penalty of perjury under the law of  
North Dakota, that I have read the Petition for \_\_\_\_\_ and know  
the contents thereof and that everything I stated the Petition is true and correct.

Signed on \_\_\_\_\_ (Date), in \_\_\_\_\_ (City),  
\_\_\_\_\_ (County), \_\_\_\_\_ (State), \_\_\_\_\_ (Country).

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Telephone Number:

\_\_\_\_\_  
Email Address:

### Page Numbering:

The pages of documents prepared for Juvenile Court legal document must be numbered.

- Number each page of the document. Page 1 is the Caption page.
- The last page of the document is the signature/verification page.

### Service:

For information about service and proof of service in a juvenile court action, go to the Juvenile Court Service webpage at [ndcourts.gov/legal-self-help/service-in-a-juvenile-action](https://ndcourts.gov/legal-self-help/service-in-a-juvenile-action).

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*\*\*\*The North Dakota Legal Self Help Center provides resources to people who represent themselves in civil matters in North Dakota state courts. Information provided by the Center isn't intended for legal advice but only a general guide to civil court process. The Center can't guarantee that all judges and courts will accept forms available through the Center. The Center isn't responsible for any consequences that may result from the information provided. The information can't replace the advice of a lawyer licensed to practice in North Dakota. Use at your own risk.\*\*\**

State Of North Dakota

In Juvenile Court

County Of \_\_\_\_\_

\_\_\_\_\_ Judicial District

In The Interest Of \_\_\_\_\_, DOB \_\_\_\_\_, A Child.

\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)

Case No. \_\_\_\_\_

\_\_\_\_\_

1.

Dated \_\_\_\_\_.

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*(Signature)*

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*(Printed Name)*

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*(Address)*

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*(City, State, Zip Code)*

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*(Telephone Number)*

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*(Email Address)*