

**SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
FAMILY COURT**

\_\_\_\_\_  
PRINT PETITIONER'S/PLAINTIFF'S NAME

PETITIONER/PLAINTIFF,

v.

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

\_\_\_\_\_  
PRINT RESPONDENT'S/DEFENDANT'S NAME

RESPONDENT/DEFENDANT.

**REQUEST TO PROCEED WITHOUT PRE-PAYMENT OF COSTS  
(*In Forma Pauperis*)**

I, \_\_\_\_\_, am the  PLAINTIFF/PETITIONER  
PRINT YOUR NAME  DEFENDANT/RESPONDENT in this case.

I respectfully ask this Court to allow me to pursue this case without pre-paying fees or costs and without giving security for them. In support of this request, I state the following:

**1. I am not able to pay the costs of this case** or to give security for it without substantial hardship to myself or to my family.

**2. The issues I want to present to the Court are** set out in the attached document(s):

[CHECK ALL THAT APPLY]

- Complaint
- Counterclaim
- Petition
- Motion
- Subpoena

**3. I state the following about my income:** [CHECK ALL THAT APPLY]

**I receive the following public benefits, and the law presumes that I am eligible to proceed without pre-payment of costs:**

- Temporary Assistance to Needy Families (TANF)
- Program on Work, Employment, and Responsibility (POWER)
- General Assistance for Children (GAC)
- Supplemental Security Income or Social Security Disability (SSI or SSDI)
- Interim Disability Assistance (IDA)
- Food Stamps

**I am employed** and I state the following about my employment:

- I earn \$\_\_\_\_\_ per month.
- My employer is \_\_\_\_\_.
- My employer's address is \_\_\_\_\_.

**I am not employed** and I state the following about the last time I was employed:

- I have never been employed.
- I was last employed on \_\_\_\_\_ and earned \$\_\_\_\_\_ per month.  
DATE

In the past 12 months, I have received the following **other income**:

- I have received \$\_\_\_\_\_ from \_\_\_\_\_.
- I have received \$\_\_\_\_\_ from \_\_\_\_\_.

**4. I state the following about my property:**

- I do not have any cash, savings or checking accounts.
- I do not own any automobiles, real estate, stocks, bonds, or other valuable property.
- I have \$\_\_\_\_\_ in cash, including money in savings or checking accounts.
- I own the following vehicles, real estate, stock, bonds, or other valuable property:

\_\_\_\_\_  
\_\_\_\_\_

[LIST THE PROPERTY AND AMOUNT OF MONEY IT IS WORTH]

**5. I state the following about my debt:**

I do not owe any money.

I owe the following amounts of money:

\$ AMOUNT OWED	OWED TO	\$ AMOUNT PAID EACH MONTH
_____	_____	_____
_____	_____	_____
_____	_____	_____

**6. The following persons are dependent upon me for support:**

NAME	RELATIONSHIP
_____	_____
_____	_____
_____	_____

**I RESPECTFULLY REQUEST** that the Court grant my Request to Proceed without Pre-Payment of Costs.

Respectfully Submitted,

\_\_\_\_\_  
SIGN YOUR NAME

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY, STATE AND ZIP CODE

\_\_\_\_\_  
TELEPHONE NUMBER

**SUBSTITUTE ADDRESS:** CHECK BOX IF YOU HAVE WRITTEN SOMEONE ELSE'S ADDRESS BECAUSE YOU FEAR HARASSMENT OR HARM.

I, \_\_\_\_\_, solemnly swear or affirm under criminal penalties for the making of a false statement that I have read the foregoing Request for Permission to Proceed Without Pre-Payment of Costs and Supporting Affidavit and that the factual statements made in it are true to the best of my personal knowledge, information and belief.

\_\_\_\_\_  
SIGN YOUR NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT YOUR NAME

**POINTS AND AUTHORITIES IN SUPPORT OF  
REQUEST TO PROCEED WITHOUT PRE-PAYMENT OF COSTS**

In support of my Request to Proceed Without Pre-Payment of Costs, I refer to:

1. Super. Ct. Dom. Rel. R. 7(b)(1)(A) and 54(f).
2. D.C. Code §§ 15-712, 13-340(a), and 16-918(a).

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RESPONDENT/DEFENDANT.

**ORDER**

Upon consideration of  PLAINTIFF'S  DEFENDANT'S Request for Permission to Proceed Without Pre-Payment of Costs, any and all supporting argument and documentation provided, and the record herein, it is this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ hereby ORDERED that

\_\_\_\_\_ **The request is GRANTED.**

\_\_\_\_\_ **The request is DENIED.**

**SO ORDERED.**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
JUDGE'S SIGNATURE