

**State of Minnesota**

**District Court**

County \_\_\_\_\_

Judicial District: \_\_\_\_\_  
Court File Number: \_\_\_\_\_  
Case Type: \_\_\_\_\_

In Re the Matter of the \_\_\_\_\_ of:

\_\_\_\_\_  
Petitioner

vs

\_\_\_\_\_  
Respondent

\_\_\_\_\_  
Intervenor

**NOTICE OF MOTION  
AND MOTION FOR  
CHANGE OF VENUE**

(Family Case)

Minn. Stat. § 542.11

**TO:**

\_\_\_\_\_

**NOTICE**

I will ask the court for an Order at a hearing scheduled as follows:

<b>Date:</b>		<b>Time:</b>	
<b>Name of Courthouse:</b>		<b>Judicial Officer:</b> (if known)	
<b>Street Address:</b>		<b>City:</b>	

**MOTION**

1. Changing the venue of this matter to \_\_\_\_\_ County and directing that all files and records be transferred accordingly.
2. Granting such other relief as the Court deems just.

**INFORMATION FOR THE OTHER PARTY**

- **Deadline for you to respond to this motion:** If you want to respond to anything said by the other party in these papers, you must fill out, file, and serve a written response, sometimes called a *Responsive Motion* and *Affidavit In Support of Responsive Motion*. You cannot simply attend

the court hearing and tell the Judge your side of the situation. There are deadlines for serving and filing your paperwork that you must follow.

- Personal service: If you are serving the other party by personal service (hand delivering the paperwork), you must personally serve the other party with copies of your response paperwork at least 7 days before the hearing.
- Mail service: If you are serving the other party by mail, you must mail copies of your response paperwork to the other party at least 10 days before the hearing.

**NOTE:** If you are raising **new issues** in your response in addition to what the other party wrote about in their paperwork **the deadlines are different:**

- You must personally serve the other party at least 14 days before the hearing; or
  - You must serve by mail at least 17 days before the hearing.
- **Deadline for you to file your response:** You must file your response paperwork with the court at least 7 days before the hearing (or 14 days before the hearing if raising new issues).
  - **Filing fee:** There is a fee to file a *Responsive Motion* and *Affidavit In Support of Responsive Motion*. Filing fee information can be found on the court's website. If you have a lower income, you may file a fee waiver to ask the judge to waive the filing fee.
  - **The Hearing:** Go to the hearing and bring a copy of your papers with you. Arrive at the courthouse 15 minutes before the scheduled hearing time. If you are late, the Court may hold the hearing without you. If you missed the deadlines for the written response, you should still attend the court hearing. However, if you have missed the deadlines for the written response, the Court rules state that the Judge may refuse to look at any papers you bring to the hearing, and the Judge may refuse to let you explain your side of the situation at the hearing.
  - **Accommodation:** If you need an interpreter or an accommodation due to a disability, please call your Judge's clerk at least 5 days before the scheduled court date.

### ACKNOWLEDGMENT

By presenting this form to the court, I certify that to the best of my knowledge, information, and belief, the following statements are true. I understand that if a statement is not true, the court can order a penalty against me (such as to pay money to the other party, pay court costs, and/or other penalties).

1. The information I included in this form is based on facts and supported by existing law.
2. I am not presenting this form for any improper purpose. I am not using this form to:
  - Harass anyone;
  - Cause unnecessarily delay in the case; or
  - Needlessly increase the cost of litigation.
3. No judicial officer has said I am a frivolous litigant.

4. There is no court order saying I cannot serve or file this form.
5. This form does not contain any “restricted identifiers” or confidential information as defined in Rule 11 of the General Rules of Practice ([https://www.revisor.mn.gov/court\\_rules/gp/id/11/](https://www.revisor.mn.gov/court_rules/gp/id/11/)) or the Rules of Public Access to Records of the Judicial Branch ([https://www.revisor.mn.gov/court\\_rules/rule/ra-toh/](https://www.revisor.mn.gov/court_rules/rule/ra-toh/)).
6. If I need to file “restricted identifiers,” confidential information, or a confidential document, I will use Form 11.1 and/or Form 11.2, as required by Rule 11.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

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

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City/State/Zip Code

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