

**SUPERIOR COURT OF CALIFORNIA
COUNTY OF RIVERSIDE
FAMILY LAW DIVISION
www.riverside.courts.ca.gov**

**NOTICE OF MANDATORY SETTLEMENT CONFERENCE (MSC)
AND MANDATORY MSC WORKSHOP FOR SELF-REPRESENTED PARTIES**

PETITIONER
and
RESPONDENT

CASE NUMBER:

Your case has been scheduled for a Mandatory Settlement Conference in Department ____ at _____ on _____, 20__ Address: _____. On the day of your hearing, please report to the 3rd Floor Lobby to check in.

The purpose of the Mandatory Settlement Conference is to try to resolve all issues in the case without additional hearings or trial. You must personally attend the Mandatory Settlement Conference.

PRIOR TO THE MSC, both self-represented parties are REQUIRED to attend an MSC Workshop. The parties do not have to attend the same workshop. The MSC Workshop schedule is posted at http://riverside.courts.ca.gov/cal_rivfamlawworkshop.pdf

The Mandatory Settlement Conference Workshop will help you prepare for the MSC by explaining the process, assisting you with completing required documents, and helping you come to agreements with the other party. After completion of the Workshop, you will be prepared to participate in the MSC. To ensure successful completion of the MSC Workshop, you must bring the following documents:

- 1. Completed Settlement Conference Declaration. This describes the disputed and undisputed issues in your case, and includes your settlement offer. The Settlement Conference Declaration is available at: http://www.riverside.courts.ca.gov/selfhelp/settlementconf_form.pdf
- 2. Completed Income and Expense Declaration: FL -150 <http://www.courtinfo.ca.gov/forms/fillable/fl150.pdf>
- 3. Completed Schedule of Assets and Debts: FL -142: <http://www.courtinfo.ca.gov/forms/fillable/fl142.pdf>
- 4. Completed Property Declarations for Community and Separate Property:
FL – 160: <http://www.courtinfo.ca.gov/forms/fillable/fl160.pdf>
- 5. Copies of Child Custody/Visitation Orders or Agreements, if any.
- 6. Copies of Spousal Support Orders or Agreements, if any.
- 7. Copies of all other agreements between the parties.
- 8. Your two (2) last paycheck stubs.
- 9. Your most recent tax return.
- 10. Bank statements showing the balance of checking or savings accounts at the date of separation.
- 11. Documents showing the amount of debt owed at the date of separation (e.g., credit card statements).

You must also bring the documents listed above with you to the Mandatory Settlement Conference.

PARTICIPATION AT THE MSC WORKSHOP IS REQUIRED.