

JOINT APPLICATION TO WAIVE FILING FEES AND COSTS
(State Standardized Form)

GENERAL INSTRUCTIONS

If both parties to an action cannot afford filing fees, under certain circumstances the law allows the Court to waive the filing fees and the service fees.

A waiver of fees is not automatic.

For both parties to be considered for a waiver of fees, you must show the Court that both of you are indigent and cannot afford the fees. The following Joint Application must be filled in completely and accurately **and signed by both parties**. If you leave out any information, the court may not consider your request for a waiver.

A. STEP 1: Filling out the Joint Application to Waive Filing Fees and Costs

1. Print your name, address and telephone number in the upper left corner.
2. Fill in the heading of your case just as it appears on the other documents you want to file. If you are filing the documents under a case that already has a number and department assigned to it, fill in that information. **If you are filing a new case, leave the Case No. and Department No. blank.**
3. If you have questions regarding what information to include on your Joint Application, see a private attorney.
4. The Joint Application must either be signed by both parties in front of a Notary Public or taken to the Court Clerk's office and signed by both parties in front of a Clerk.

B. STEP 2: Filling out the Order Regarding Waiver of Filing Fees and Costs

1. Fill in the heading just as it appears on your other documents.
2. Fill in both of the parties names where indicated on the form and fill in your name, address and telephone number on the last page.
3. Do not fill in the date. The judge will fill that information in when he/she signs the Order.
4. Make one (1) copy of the order.

C. STEP 3: Copying and filing the documents

1. Take the original and copies of the other documents you are filing and the original and copies of the Joint Application and Order to the Court Clerk's office to turn them in. The Court Clerk will then forward your documents to the judge for consideration.
2. When the court makes a decision on the fee waiver, a copy of the Order will be mailed to you.
3. **If your fee waiver is granted** you will receive a copy of the Order Waiving Fees and the file stamped copies of your other documents.
4. **If your fee waiver is denied** and you still want to pursue your case, pay the filing fee at the Clerk's office.

The filing of a false (untruthful) affidavit in support of the application can result in the Court assessing the fees and upon a hearing, based on contempt of court, result in a fine not exceeding \$500.00 or imprisonment not exceeding 25 days or both. NRS 22.010 and NRS 22.100.

Your name: _____
Mailing Address: _____
City, State, Zip: _____
Telephone: _____
In Proper Person _____

**In The First Judicial District Court of the State of Nevada
In and for Carson City**

In the Matter of the Marriage of _____) Case No. _____ 1B
_____)
(Wife's Name)) Dept. No. _____
_____)
And)
_____)
(Husband's Name))
_____)
Joint Petitioners.)

JOINT APPLICATION TO WAIVE FILING FEES/SERVICE ONLY

Pursuant to NRS 12.015, and based on the following Affidavit, we request permission from this Court to proceed without paying court costs or other costs and fees as provided in NRS 123.015 because we lack sufficient financial ability.

AFFIDAVIT

STATE OF NEVADA)
) ss.
CITY OF CARSON CITY)

We, _____, and _____, after being duly
(Wife's name) (Husband's name)

sworn, depose and state as follows:

1. We have read the contents of this Joint Application and are competent to testify as to the contents of this Joint Application and the contents are true of our own knowledge.

- 1 2. We are unable, because of our financial poverty, to pay the costs and fees of this
 2 case, and we are unable to give security for the costs and fees in this matter.
 3 3. We wish to file with this Court the pleading submitted with this Joint Application.
 4 We cannot pay the costs of filing because we lack sufficient income, assets or other
 5 resources.

6 WIFE

7 Including myself, there are _____ adults and _____ children
 8 in my household. Their age(s) is/are _____

9 HUSBAND

10 Including myself, there are _____ adults and _____ children
 11 in my household. Their age(s) is/are _____

12 Our total monthly income after taxes (take home pay) is:

13 From all sources, including employment, self-employment,
 14 Social Security, child support, alimony, State and County benefits, etc. \$ _____ / \$ _____
 15 (Wife) (Husband)

16 Any other household income from another member of the household:

17 Relationship to other member: _____ Amt contributed: \$ _____ / _____
 18 Relationship to other member: _____ Amt contributed: \$ _____ / _____
 19 Relationship to other member: _____ Amt contributed: \$ _____ / _____
 20 (Wife) (Husband)

21 List where you work and your job title: _____ / _____
 22 (Wife) (Husband)

23 The following represent a list of our assets and their value:

24 Automobile: _____ Value _____ Loan Balance
 25 _____ \$ _____ \$ _____
 26 (Year and type of car)

27 Mobile Home, House or Other Real Estate: _____ \$ _____ \$ _____
 28 _____
 29 (Size, type and/or year of account)

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Bank Accounts:
_____ \$ _____ \$ _____
(Name of bank and type of account)

Other:
_____ \$ _____ \$ _____
_____ \$ _____ \$ _____

<u>Total monthly expenses are:</u>	<u>Wife</u>	<u>Husband</u>
Rent or Mortgage	\$ _____	\$ _____
Phone, Gas, Electricity, and other Utilities	\$ _____	\$ _____
Food	\$ _____	\$ _____
Child Care	\$ _____	\$ _____
Insurance	\$ _____	\$ _____
Medical	\$ _____	\$ _____
Transportation	\$ _____	\$ _____
Child support & child care expenses paid to someone else	\$ _____	\$ _____
Other	\$ _____	\$ _____
_____	\$ _____	\$ _____
TOTAL MONTHLY EXPENSES	\$ _____	\$ _____

1 **The filing of a false (untruthful) affidavit in support of the application can result in the**
2 **Court assessing the fees and upon a hearing, based on contempt of court, result in a fine**
3 **not exceeding \$500.00 or imprisonment not exceeding 25 days or both. NRS 22.010 and**
4 **NRS 22.100.**

5 We request that the Court hold a hearing on this Application if the Court is inclined to deny the
6 same so that we may testify as to our indigent status.

7 _____
8 (Wife's signature)

9 _____
10 (Husband's signature)

11 _____
12 _____
13 Certified before me pursuant to NRS 3.300(2) this _____ day of _____, 20____.

14 _____
15 Clerk

16 STATE OF NEVADA)
17) ss.
18 COUNTY OF CARSON)

19 On this _____ day of _____, 20____, personally appeared before
20 me, the undersigned, a Notary Public in and for the County of _____,
21 State of Nevada, _____, and _____, personally
22 (Wife's name) (Husband's name)
23 known to me or proved to me to be the persons whose names are subscribed to the above
24 instrument and who acknowledged that they executed the above instrument freely and
25 voluntarily and for the uses and purposes therein mentioned.

NOTARY PUBLIC

Your name: _____
Mailing Address: _____
City, State, Zip: _____
Telephone: _____
In Proper Person _____

**In The First Judicial District Court of the State of Nevada
In and for Carson City**

In the Matter of the Marriage of _____) Case No. _____ 1B
_____)
(Wife's Name)) Dept. No. _____
_____)
And)
_____)
(Husband's Name))
_____)
Joint Petitioners)

ORDER REGARDING JOINT WAIVER OF FEES AND COSTS

(Filing Fees/Service Only)

Upon consideration of _____ / _____ 's
(Wife's name) (Husband's name)

Joint Application to Waive Filing Fees/Service Only and it appearing that there is not sufficient income, property or resources with which to maintain the action, and good cause appearing therefore:

IT IS HEREBY ORDERED that _____ and _____ 's
(Wife's name) (Husband's name)
request to waive fees and costs is GRANTED. _____ and _____
(Wife's name) (Husband's name)

shall be permitted to proceed in Forma Pauperis with this action as permitted by NRS 12.015.

Both parties shall proceed without the prepayment of costs or fees or the necessity of giving security, and the Clerk of court shall file or issue any necessary writ, process, pleading, or paper

1 without charge. The Sheriff or other appropriate officer within this State shall make personal
2 service of any necessary writ, pleading, or paper without charge.

3 IT IS HEREBY ORDERED that _____ and _____'s
(Wife's name) (Husband's name)

4 request to waive fees and costs is DENIED for the following reason:

5 The parties are not indigent.

6 Other: _____

7 _____
8 The request for hearing is:

9 Granted. A hearing is set for _____, at _____.

10 Denied.

11 DATED this _____ day of _____, 20____.

12 _____
13 DISTRICT COURT JUDGE

14
15 Respectfully submitted:

Signature _____

Print name _____

Address _____

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18 Telephone _____

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