

**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

Judge \_\_\_\_\_

RESPONDENT/DEFENDANT.

**MOTION FOR PERMISSION TO LATE FILE**  
**Does the Other Party Consent to this Motion?** ☐ yes ☐ no

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

1. I respectfully ask this Court to allow me to file my paper even though I missed the deadline.

\_\_\_\_\_  
NAME OF PAPER YOU WANT TO LATE FILE

2. I would like this Court to allow me to file my paper even though I missed the deadline because:

## Request for Relief

**I RESPECTFULLY REQUEST** that the Court grant my Motion for Permission to Late File.

**I ALSO REQUEST** that the Court award any other relief it considers fair and proper.

I ☐ Do ☐ Do NOT request an oral hearing in front of the judge on this motion.

Respectfully Submitted,

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

\_\_\_\_\_  
DATE (mm/dd/yyyy)

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

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

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

\_\_\_\_\_  
EMAIL ADDRESS

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

## **POINTS AND AUTHORITIES IN SUPPORT OF MOTION**

In support of this Motion, I refer to:

1. Super. Ct. Dom. Rel. R. 6(b).
2. The record in this case.
3. The attached supporting document(s), if any.

[LIST ANY DOCUMENTS THAT YOU ARE ATTACHING]

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

PETITIONER/PLAINTIFF,

v.

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

RESPONDENT/DEFENDANT.

**RULE 5  
CERTIFICATE OF SERVICE**

**IF YOU HAVE ALREADY SERVED THE OTHER PARTY, YOU CAN FILL OUT AND FILE THIS CERTIFICATE OF SERVICE ON THE SAME DAY YOU FILE YOUR PAPERS.**

**IF YOU HAVE NOT ALREADY SERVED THE OTHER PARTY, YOU MUST FILL OUT AND FILE THIS CERTIFICATE OF SERVICE AFTER YOU SERVE THE OTHER PARTY.**

**I certify that I served a copy of my Motion for Permission to Late File to the other party or the other party's attorney on \_\_\_\_\_.**

PRINT DATE OF SERVICE

**The papers were delivered** [CHECK ONE]

☐ **by handing it to the other party**

☐ **by first class mail to:**

\_\_\_\_\_  
PRINT NAME OF PERSON SERVED WITH PAPERS

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

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

☐ **by fax to:**

\_\_\_\_\_  
PRINT NAME OF PERSON SERVED WITH PAPERS

\_\_\_\_\_  
FAX NUMBER

☐ **by leaving a copy at the other party's workplace** with a clerk or person in charge,  
or because there was no one in charge, by leaving it in a conspicuous place:

\_\_\_\_\_  
PRINT NAME OF PERSON SERVED WITH PAPERS

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

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

☐ **by leaving a copy at the other party's home** with a person of suitable age and  
discretion who lives there:

\_\_\_\_\_  
PRINT NAME OF PERSON SERVED WITH PAPERS

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

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

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

\_\_\_\_\_  
DATE

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

Plaintiff,	:	
v.	:	Case No: _____
Defendant.	:	Judge: _____
	:	
	:	
	:	
	:	

**ORDER**

Upon consideration of the Motion to \_\_\_\_\_ filed by the Plaintiff/Defendant  
and any opposition thereto, it is, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, HEREBY

ORDERED, that the Motion is granted; and it is further

ORDERED, that \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_.

\_\_\_\_\_  
JUDGE

cc:

\_\_\_\_\_  
Plaintiff's name

\_\_\_\_\_  
Plaintiff's address

\_\_\_\_\_

\_\_\_\_\_  
Defendant's name

\_\_\_\_\_  
Defendant's address

\_\_\_\_\_