

_____ Court of Washington
For _____
_____
Petitioner/Plaintiff, vs.
_____
Respondent/Defendant.

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

**Motion and Declaration For Waiver of Civil Fees and Surcharges (MTAF)**

**I. Motion**

- 1.1 I am the  petitioner/plaintiff  respondent/defendant in this action.
- 1.2 I am asking for a waiver of fees and surcharges under GR 34.

**II. Basis for Motion**

- 2.1. GR 34 allows the court to waive "fees or surcharges the payment of which is a condition precedent to a litigant's ability to secure access to judicial relief" for a person who is indigent. As outlined below, I am indigent.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Requesting Party

\_\_\_\_\_  
Print or Type Name

**III. Declaration**

I declare that,

- 3.1 I cannot afford to meet my necessary household living expenses and pay the fees and surcharges imposed by the court. Please see the attached Financial Statement, which I incorporate as part of this declaration.

3.2 In addition to the information in the financial statement I would like the court to consider the following:

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(Check if applies.) I filed this motion by mail. I enclosed a self-addressed stamped envelope with the motion so that I can receive a copy of the order once it is signed.

I declare under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

Signed at (city) \_\_\_\_\_, (state) \_\_\_\_\_ on (date) \_\_\_\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print or Type Name

Case Name: \_\_\_\_\_ Case Number: \_\_\_\_\_

Financial Statement <b>**YOU MUST ATTACH LATEST PAY STUB OR TAX RETURN</b>			
1. My name is:			
2. <input type="checkbox"/> I provide support to people who live with me: How many?      Age(s):			
<b>3. My Monthly Income:</b>		<b>6. My Monthly Household Expenses:</b>	
Employed <input type="checkbox"/> Unemployed <input type="checkbox"/>		Rent/Mortgage:	\$
Employer's Name:		Food/Household Supplies:	\$
Gross pay per month (salary or hourly pay):	\$	Utilities:	\$
Take home pay per month:	\$	Transportation:	\$
<b>4. Other Sources of Income Per Month in my Household:</b>		Ordered Maintenance actually paid:	\$
Source:	\$	Ordered Child Support actually paid:	\$
Source:	\$	Clothing:	\$
Source:	\$	Child Care:	\$
Source:	\$	Education Expenses:	\$
Sub-Total:		Insurance (car, health):	\$
<input type="checkbox"/> I receive food stamps.		Medical Expenses:	\$
<b>Total Income, lines 3 (take home pay) and 4:</b>		Sub-Total: \$	
<b>5. My Household Assets:</b>		<b>7. My Other Monthly Household Expenses:</b>	
Cash on hand:	\$		\$
Checking Account Balance:	\$		\$
Savings Account Balance:	\$		\$
Auto #1 (Value less loan):	\$		\$
Auto #2 (Value less loan):	\$	Sub-Total: \$	
Home (Value less mortgage):	\$	<b>8. My Other Debts with Monthly Payments:</b>	
Other:	\$		\$ /mo
Other:	\$		\$ /mo
Other:	\$		\$ /mo
Other:	\$		\$ /mo
Other:	\$	Sub-Total: \$	
<b>Total Household Assets:</b>		<b>Total Household Expenses and Debts, lines 6, 7, and 8:</b>	
\$		\$	
<b>Date:</b> / Attach pay stub or tax return		<b>Signature:</b>	

<p style="text-align: center;">_____ Court of Washington</p> <p>For _____</p>
<p style="text-align: center;">_____ Petitioner/Plaintiff, vs. _____ Respondent/Defendant.</p>

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

**Order Re Waiver of Civil Fees and Surcharges**

- Granted (ORPRFP)**
- Denied (ORDYMT)**
- Clerk's Action Required 3.1**

**I. Basis**

The court received the motion to waive fees and surcharges filed by or on behalf of the  
 petitioner/plaintiff  respondent/defendant.

**II. Findings**

The Court reviewed the motion and supporting declaration(s). Based on the declaration(s) and any relevant records and files, the Court finds:

- 2.1  The moving party is indigent based on the following: He or she:
- is represented by a qualified legal aid provider that screened and found the applicant eligible for free civil legal aid services; and/or
  - receives benefits from one or more needs-based, means-tested assistance programs; and/or
  - has household income at or below 125% of the federal poverty guideline; and/or
  - has household income above 125% of the federal poverty guideline but cannot meet basic household living expenses and pay the fees and/or surcharges; and/or
  - other: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

2.2  The moving party is not indigent.

2.3  Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**III. Order**

Based on the findings the court orders:

3.1  The motion is granted, and

all fees and surcharges the payment of which is a condition precedent to the moving party's ability to secure access to judicial relief are waived.

other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3.2  The motion is denied.

Dated: \_\_\_\_\_

\_\_\_\_\_  
**Judge/Commissioner**

Presented by:

\_\_\_\_\_  
Signature of Party or Lawyer/WSBA No.

\_\_\_\_\_  
Print or Type Name                      Date

<p style="text-align: right; margin: 0;"><b>Court of Washington</b></p> <p><b>For</b> _____</p>
<p style="text-align: center; margin: 0;">_____ Petitioner/Plaintiff, vs. _____ Respondent/Defendant.</p>

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Signature of Requesting Party

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Signed at (city) \_\_\_\_\_, (state) \_\_\_\_\_ on (date) \_\_\_\_\_.

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Print or Type Name

Case Name: \_\_\_\_\_ Case Number: \_\_\_\_\_

Financial Statement (Attachment)			
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2. <input type="checkbox"/> I provide support to people who live with me: How many?      Age(s):			
<b>3. My Monthly Income:</b>		<b>6. My Monthly Household Expenses:</b>	
Employed <input type="checkbox"/> Unemployed <input type="checkbox"/>		Rent/Mortgage:	\$
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Other:	\$	Sub-Total:	\$
<b>Total Household Assets:</b>		<b>Total Household Expenses and Debts, lines 6, 7, and 8:</b>	
\$		\$	
<b>Date:</b>		<b>Signature:</b>	

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<p style="text-align: center;">_____ Petitioner/Plaintiff,</p> <p style="text-align: center;">vs.</p> <p style="text-align: center;">_____ Respondent/Defendant.</p>	<p><b>Order Re Waiver of Civil Fees and Surcharges</b></p> <p><input type="checkbox"/> <b>Granted (ORPRFP)</b></p> <p><input type="checkbox"/> <b>Denied (ORDYMT)</b></p> <p><input type="checkbox"/> <b>Clerk's Action Required 3.1</b></p>

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  - other: \_\_\_\_\_

2.2  The moving party is not indigent.

2.3  Other: \_\_\_\_\_  
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**III. Order**

Based on the findings the court orders:

3.1  The motion is granted, and

- all fees and surcharges the payment of which is a condition precedent to the moving party's ability to secure access to judicial relief are waived.
- other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3.2  The motion is denied.

Dated: \_\_\_\_\_

\_\_\_\_\_  
**Judge/Commissioner**

Presented by:

\_\_\_\_\_  
Signature of Party or Lawyer/WSBA No.

\_\_\_\_\_  
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