

→→→ LEGAL CASE PAPERWORK AND EVIDENCE PREPARATION FLOWCHART ←←←

TO SORT ALL EVIDENCE AND PAPERS:

For each of the papers of an “official” custody case, or of a false CPS action, all pieces of evidence, documentation, video or audio recording, photograph, and *everything*:

Note: where it says “box” below, you might only need large envelopes, to hold all of the paperwork & evidence for each different court case, for each different CPS action, person, or etc. Use containers fitting your size needs.

Note: “CCS” just refers to the computer printout, “history”, or “docket” of your official court case. It’s the gov’t index or table of contents for your case. Get a copy from your court Clerk, so you can look for a copy of all things listed on it.

For each of the items of any official court case, or of any false CPS action, or any official (gov’t) case against you, put into the matching “*main*” box for that case number. Put the case number & short case description upon each box.

Is the item an *official* case paper, evidence or etc. *already*?

For each letter, document, paper, even a postmarked envelope, any photos, videos, audio tapes, and etc., that go *only* with a certain case, but are NOT part of the “official record” of that case yet, put all into the matching case “*second*” box on table. For evidence *only* going to a *particular person* (your ex, kid, etc.), use separate “person” box.

YES NO

Arrange everything in *each* box according to *its own* dates, with the oldest/beginning items at the front of *that* box, and the newer/later in order after. Put *its* “unknown date” items into a section at very back.

Make a chronological index of *all* of the items in each box, and put that in the front of that same box. List each item date and a short item description, using a “title” if a paper has one. List undated items last.

Done sorting and organizing? Need legal assistance at reasonable rates?
→ ProSe@UnitedCivilRights.org

Get a fresh CCS for each official case, and put it at very front of that case “*main*” box.

For each official case main box, compare your index with the fresh CCS, and get copies of all case papers you lack. Then, redo the index for that main box if needed.

DONE! You are now ready for qualified legal help to step in. On 1st contact, briefly describe your case, and say you have all papers & CCS’s.

Tip: When using any legal help, be prepared to scan and email, or fax, copies of critical papers for review.