

Voluntary Agreements

Child and Parent Place (CAPP) must receive a typed, signed and endorsed court order or mutually voluntary agreement which outlines the required details of participation at Child and Parent Place.

Voluntary agreements are required for families who do not have a court order or whose court order does not identify all of the necessary details.

You can use the information below as a guideline to assist you in writing your agreement.

Agreement must include:

___ **Agreement to participate:** Parties are agreeing to participate in Child and Parent Place services

___ **Type of access:** Supervised visits or exchanges (*the word visit or exchange must appear*)

___ **Frequency:** How frequently will the visits occur? (*weekly, biweekly, monthly*)

___ **Duration:** How long will the visits be? (*maximum of 2 hours*)

___ **Fees:** Who is responsible for the fees? (*if this is not identified, then fees will be split between parties*)

___ **Residency of child:** information regarding the current custody arrangement and/or primary residency of the child, even if the arrangement is for the interim

___ **Review date:** a date which parties will review the continued need for supervised access (*maximum of 1 year from the date of this letter*)

___ **Signatures:** Signatures of both parties as well as witness signatures

When your agreement is complete you can send it to Child and Parent Place

By fax:

519-740-8540

By mail:

35 Dickson Street
Cambridge, ON
N1R 7A6

In person:

(Cambridge or Guelph only)

You must schedule an appointment first by calling

Cambridge 519-743-1460 ext 2

Guelph 519-822-4141 ext 1533