

Date: [Insert Date]

To: [Insert Name of Court/Judge/Friend of the Court]

Case Number: [Insert Case Number]

Re: Mutual Agreement to Modify Child Custody and Visitation

Dear [Insert Name of Judge or Clerk],

We, [Parent A's Full Name] and [Parent B's Full Name], the parents of the minor child(ren) listed below, are writing to formally submit a mutual agreement to modify our current custody and visitation order dated [Date of Original Order].

Minor Child(ren):

[Child Name 1], born [Date of Birth]

[Child Name 2], born [Date of Birth]

We have reached a full and final agreement regarding the modification of legal custody, physical custody, and the parenting time schedule. We believe these changes are in the best interest of our child(ren) due to [Briefly state reason, e.g., changes in work schedules or child's school needs].

The agreed-upon modifications are as follows:

[Insert detailed description of the new custody arrangement and specific visitation schedule here.]

Both parties confirm that this agreement has been entered into voluntarily and without any duress or coercion. We respectfully request that the court accept this modification and update the official court records to reflect these changes.

Sincerely,

[Parent A's Signature]

[Parent A's Printed Name]

[Address]

[Phone Number]

[Parent B's Signature]

[Parent B's Printed Name]

[Address]

[Phone Number]

Notary Acknowledgement (if required by local law):

State of _____, County of _____

Subscribed and sworn to before me this ____ day of _____, 20 ____.

Notary Public