



STATE OF KANSAS
TENTH JUDICIAL DISTRICT
JOHNSON COUNTY COURTHOUSE
OLATHE, KANSAS 66061

ACCEPTABLE FORMS OF SERVICE FOR A NEW DIVORCE OR PATERNITY

1. “Voluntary Entry of Appearance”: Your spouse signs a Voluntary Entry of Appearance form in front of a notary public, which acknowledges receipt of the Petition for Divorce. You must make sure the Voluntary Entry of Appearance with your spouse’s original signature is then filed with the Clerk.
2. “Sheriff’s Service”: This is where the Clerk issues a “Summons” and the Sheriff “serves” it on your spouse. You must fill out a Request for Service Form, requesting that the sheriff deliver the filed documents to your spouse. If your spouse lives in Kansas, you must pay a sheriff’s service fee, the clerk will inform you of what that fee is. If your spouse lives out of state, it is your responsibility to inquire what the fee for sheriff’s service is in that state and county, this will be paid at time of filing to the Clerk.
3. “Certified Mail Service”: You must mail the summons and Petition for Divorce by certified mail - return receipt requested to your spouse at his or her last known residential address. File the “green” “return-receipt card” with the Clerk when you receive it from the US Postal Service. BEFORE YOUR HEARING DATE.
4. “Publication”: If you cannot provide notice of the divorce to your spouse under the above options, then you may be able to provide notice of the divorce by publishing notice in a local newspaper. In order to obtain “publication service,” you must request permission to do so by filing the “Affidavit for Service by Publication,” and obtaining an order from the assigned judge allowing you to publish notice. After you obtain the signed “Order Allowing Service by Publication,” you must then publish notice

following the process set out in K.S.A. 60-307. You must obtain “proof of publication” from the newspaper and file the proof with the Clerk. Please see the instructions and forms for service by publication available through the Help Center.