



**DISTRICT COURT OF KANSAS**  
TENTH JUDICIAL DISTRICT  
Family Court Department

## **Family Court policy for approval of settled or uncontested divorce/parentage cases**

**This policy applies to the following case types:**

- **A settled or uncontested divorce with minor children.**
- **An agreed order establishing parentage, approving a parenting plan and/or setting child support in a parentage case.**
- **An order approving an agreed parenting plan and/or child support.**

**These cases may be approved by the Court without a hearing or appearance by the parties provided that the following is submitted to the Court:**

**1. For a Decree of Divorce:**

- a. a decree signed by both attorneys of record;**
- b. a signed property settlement agreement;**
- c. an agreed parenting plan;**
- d. an agreed child support worksheet;**
- e. a current, signed, fully completed, Domestic Relations Affidavit;**
- f. a spreadsheet of assets and liabilities (division of net worth); and**
- g. proof of Parents Forever for both parents.**

**2. For a Parentage case:**

- a. an order signed by both attorneys of record;**
- b. an agreed parenting plan;**
- c. an agreed child support worksheet;**
- d. a current, signed, fully completed, Domestic Relations Affidavit;**
- e. a signed property settlement agreement (if property is involved);**
- f. a spreadsheet of assets and liabilities (division of net worth) (if property involved); and**
- g. proof of Parents Forever attendance for both parents.**

**3. For an order approving an agreed parenting plan or an agreed child support order:**

- a. The order is signed by both attorneys of record;**
  - i. If one or both parties is unrepresented, the proposed order may be submitted if it was completed with the assistance of a mediator, conciliator, parent coordinator or domestic case**

**manager approved and qualified by the Kansas Supreme Court.**

- b. an agreed Parenting Plan (if applicable);**
- c. an agreed Child Support Worksheet (if applicable); and**
- d. a current, signed, fully completed, Domestic Relations Affidavit.**
  - i. If one or both parties are unrepresented, both parties must complete a Domestic Relations Affidavit.**

**Unless otherwise stated above, if one party or both parties are not represented by counsel, the Court will require a hearing on the record with the parties present in order to finalize the matter. If a hearing is requested contact the division administrative assistant. Proof of notice to the other party must be filed with the Court Clerk or available at the hearing.**

**If both parties are unrepresented, they may request a hearing on the Self-Help Center Night Court docket. Cases may be set on the night court docket by contacting the Self-Help Center.**

**Failure to provide all the required documentation will result in the rejection of proposed orders.**