

*****HELP CENTER STAFF CANNOT HELP YOU FILL OUT THE DOCUMENTS*****

- **BRING BACK TO FILE BEFORE 4:00PM**
- **AVOID THE LUNCH HOUR 12:00PM – 1:30PM**
- **\$196.50 FILING FEE (WE ACCEPT CASH, CHECK, MONEY ORDER, AND CREDIT/DEBIT CARD (\$4.95 FEE W/ CARD))**

CHECKLIST FOR DIVORCE WITH CHILDREN

- COVER SHEET**
- PETITION FOR DIVORCE – MUST BE NOTARIZED**
- DOMESTIC RELATIONS AFFIDAVIT – MUST BE SIGNED**
- PROPOSED PARENTING PLAN – CUSTODY/PARENTING TIME, MUST BE SIGNED**
- CHILD SUPPORT WORKSHEET – PLEASE SEE OPTIONS TO ASSIST YOU IN FILLING OUT THIS FORM.**
- VOLUNTARY ENTRY OF APPEARANCE – THIS MAY BE SIGNED BY OTHER PARTY TO ACKNOWLEDGE RECEIPT OF PETITION & WAIVE SERVICE**
- REQUEST AND SERVICE INSTRUCTION FORM – COMPLETE WITH ADDRESS & HOW YOU'RE SERVING OTHER PARTY (ignore if Voluntary Entry of appearance is being filed)**
- NOTICE OF HEARING – YOU WILL RECEIVE AFTER FILING, DATE AT LEAST 60 DAYS OUT FROM THE DATE YOU FILE**

TO BE COMPLETED FOR THE FINAL HEARING DATE

(WE WILL PROVIDE YOU W/ THIS PAPERWORK THE DAY YOU FILE)

- RETURN OF SERVICE – ONLY IF SERVICE IS DONE BY CERTIFIED MAIL**
- DECREE OF DIVORCE**
- VITAL STAT FORM**
- AGREED PARENTING PLAN**
- HELP CENTER – COME BACK TO THE HELP CENTER AND WE CAN VERIFY YOU HAVE ALL THE FORMS YOU NEED FOR YOUR FINAL HEARING**

