

SELF-REPRESENTED LITIGANTS PROJECT

Interactive Pleadings Project for Individuals of Low-Income

Made possible by the following:



Uncontested Divorce with No Minor Children

Welcome to the interactive pleadings for an **Uncontested Divorce with No Minor Children**. These court forms are for divorces where both the husband and wife agree on all items such as the reason for divorce, who gets what property, who gets what debt, and so on. **If either husband or wife disagrees with any part of the divorce details, then the divorce is not “uncontested”.**

How does this work?

The computer will ask specific questions in plain English for you to answer. The computer then takes your answers and uses them to create the court forms that will be ready to submit to the Court. The process altogether will be like an interactive interview.

Please note that the system is unable to save your answers and your forms, so it is important to plan accordingly when you are developing your forms.

What do you need before you start?

PRINT THESE PAGES! Select the “Print” button at the top.

Be sure to have the following information ready before starting the interactive pleading. Without this information, you will not be able to complete the process.

- **Information on the marriage and marriage certificate**– when, where, for how long, etc.
- **Your information**– full name, date and place of birth, address, contact numbers.
- **Your spouse’s information**– full name, date and place of birth, address, contact numbers.
- **Information on community property** – description of any items that were acquired during your marriage.
- **Information on community debts** – accounts opened jointly and/or individually during your marriage.

What are the general steps?

Step 1: Complete the interactive interview. When you complete the interactive interview, the computer will take your answers and automatically create the following forms:

1. Cover Sheet
2. Complaint for Divorce– This document explains the details of the marriage (when, where, children, property, debts, etc.) as well as the reasons for the divorce.
3. Appearance and Waiver of Notice and Waiver of Rights Under the Soldiers’ and Sailors’ Civil Relief Act of 1940
4. Marital Settlement Agreement
5. Interlocutory Judgment of Divorce
6. Final Decree of Divorce
7. Notice of Hearing
8. Domestic Docket Sheet

9. DPHSS Vital Statistics Certificate of Divorce, Dissolution of Marriage or Annulment
Note: This form is not part of the interview. To fill it out and print... [CLICK HERE](#).
10. Checklist

Step 2: Review and sign the forms. Review all the forms carefully. Some of the forms require the signatures of both you and your spouse.

First, the Plaintiff is required to read and sign the "Verification" in the Complaint for Divorce.

Second, Plaintiff and Defendant are required to provide their initials at the space provided at the bottom of the pages contained within the Marital Settlement Agreement.

Third, the following MUST be signed in the presence of a Notary Public:

- Appearance & Waiver of Notice and Waiver of Rights Under the Soldiers' and Sailors' Civil Relief Act of 1940 (by the Defendant)
- Marital Settlement Agreement: This is signed by the Plaintiff and Defendant.

You can often locate a notary public at a bank, insurance or payroll office.

Step 3: Prepare attachments. After you review and sign the court forms, you will need to make sure that the following documents are attached:

- Marriage Certificate
- The DPHSS Vital Statistics Certificate of Divorce or Annulment.
To fill it out and print... [CLICK HERE](#).

Step 4: Make copies, organize documents and prepare envelopes.

Make one (1) copy of the Interlocutory Judgment of Divorce

Make one (1) copy of the Final Decree of Divorce.

Make one (1) copy of the Notice of Hearing.

Assemble the court forms with your attachments in the following order to create the "Original":

1. Cover Sheet
2. Complaint for Divorce– This document explains the details of the marriage (when, where, children, property, debts, etc.) as well as the reasons for the divorce.
3. Appearance and Waiver of Notice and Waiver of Rights Under the Soldiers' and Sailors' Civil Relief Act of 1940
4. Marital Settlement Agreement
5. Interlocutory Judgment of Divorce
6. Final Decree of Divorce
7. Notice of Hearing
8. Domestic Docket Sheet
9. Summons
10. DPHSS Vital Statistics Certificate of Divorce, Dissolution of Marriage or Annulment
Note: This form is not part of the interview. To fill it out and print... [CLICK HERE](#).
11. Marriage Certificate
12. One (1) copy of the Interlocutory Judgment of Divorce
13. One (1) copy of the Final Decree of Divorce.
14. One (1) copy of the Notice of Hearing.

Make one (1) copy of the original set for your records. The clerk's sections at the courthouse can make copies at \$1.00 per page.

Prepare two (2) envelopes self-addressed, stamped envelopes with enough postage attached. The court clerk will use one of these envelopes to mail you a copy of the Notice of Hearing if the judge requires a hearing. The second envelope will be used to send you your copy of Interlocutory Judgment of Divorce and the Final Decree

of Divorce after it has been signed by the judge.

Step 5: Forms with the Court Clerk at the Intake Counter.

Proceed to the Intake counter at the Clerk's section and give the Clerk your completed Original and the envelopes. **You are required to pay the filing fee of \$300.00, \$40.00 for a summons fee plus \$40.00 for the Notice of Hearing.** Once your court documents have been filed, the Court Clerk will conform your copy by stamping and dating it. The Court Clerk will return your copy back to you. The original set will remain in the court's file.

The Court Clerk will route the court file for judge assignment. The court file will then be sent to the assigned judge for review. If the judge signs the court documents, the Court will send the original Certificate of Divorce, Dissolution of Marriage or Annulment, a certified copy of the Interlocutory Judgment of Divorce, a certified copy of the Final Decree of Divorce and a Withdrawal Receipt to the Dept. of Public Health and Social Services – Vital Statistics Office for recordation.

If the Judge requires a hearing for any reason, you will be notified through the Notice of Hearing that will be mailed to you. The Notice of Hearing will indicate the date and time of the hearing which you and your spouse are required to attend. You are required to provide your spouse notice of the hearing. It is recommended that you timely mail a copy of Notice of Hearing via certified mail to your spouse. At the hearing, the Court may ask several questions. At the end of the hearing, the Court will inform you and your spouse about the status of the divorce and provide further instructions based on the Court's decision.

Please note that if you wish to have additional copies of the Interlocutory Judgment of Divorce and Final Decree of the Divorce certified by the court clerk for your records or to provide it to agencies, there is a fee of \$4.00 to certify each document.

You are not divorced until the Judge signs the Final Decree of Divorce.

WARNING!

Using these interactive forms will NOT guarantee a favorable result. It is always advisable to talk to a lawyer before proceeding on your own. The materials and assistance you receive from these interactive forms are NOT a substitute for legal advice. The laws and court rules are complex. By proceeding without a lawyer, you are proceeding at your own risk.

Need help finding a lawyer? **[Click here.](#)**

Are you ready to start?

If you have all your information ready and are certain that your divorce is uncontested, you may proceed by clicking the link below. Otherwise, you may return to our listing of other pleadings.

*I have read the warning above and understand that this web site and these forms are not a substitute for legal advice.
I am using these forms at my own risk.*

I AGREE

I DO NOT AGREE