

GUIDELINES FOR FILING DISSOLUTION OF MARRIAGE

- 1) \$350.00 DEPOSIT REQUIRED
(CASH/MONEY ORDER/CREDIT/DEBIT CARD)
- 2) BOTH PARTIES MUST BE IN TOTAL AGREEMENT
- 3) BOTH PARTIES MUST BE PRESENT AT FINAL HEARING
- 4) PAPERWORK TO CONFORM WITH THE OHIO REVISED CODE THAT CAN BE FOUND AT THE PUBLIC LIBRARY OR ON-LINE

YOU MAY FIND FORMS AT A BOOKSTORE OR SAMPLES OF THE FORMS AT THE LIBRARY. ALSO ON THE SUPREME COURT OF OHIO WEBSITE: www.supremecourt.ohio.gov

- 5) PAPERWORK MUST BE ON 8 ½ X 11 PAPER
- 6) THE FOLLOWING FORMS ARE NEEDED:

A) **PETITION FOR DISSOLUTION OF MARRIAGE**
TO INCLUDE NAMES AND ADDRESSES
(ORIGINAL AND 2 COPIES)

B) **WAIVER OF SERVICE OF SUMMONS**
CAN BE A SEPARATE DOCUMENT OR FOUND IN THE BODY OF THE PETITION
(ORIGINAL AND 2 COPIES)

C) **SEPARATION AGREEMENT**
TO BE SIGNED IN PRESENCE OF A NOTARY OR 2 WITNESSES
(ORIGINAL AND 4 COPIES)

D) **AFFIDAVIT OF INCOME, EXPENSES, HEALTH INSURANCE AND FINANCIAL DISCLOSURE**
TO BE SIGNED IN PRESENCE OF A NOTARY
(ORIGINAL AND 1 COPY OF EACH PARTY'S AFFIDAVIT)

E) **CHILD SUPPORT WORKSHEET**
IF THERE ARE CHILDREN AS RESULT OF MARRIAGE, AMOUNT OF CHILD SUPPORT CAN BE DETERMINED THROUGH THE WORKSHEET
(ORIGINAL AND 1 COPY)

F) **FINAL DECREE OF DISSOLUTION OF MARRIAGE**
NOT TO BE SIGNED UNTIL FINAL HEARING- REQUIRES BOTH PARTIES SIGNATURE AND THE JUDGE
(ORIGINAL AND 4 COPIES)

IF CHILD SUPPORT IS ISSUE OF THIS DISSOLUTION YOU WILL ALSO BE REQUIRED TO PROVIDE AN APPLICATION FOR CHILD SUPPORT SERVICES NON-PUBLIC ASSISTANCE APPLICANT/RECIPIENT

THE CLERK'S OFFICE CAN PROVIDE THIS FORM TO YOU

G) **SHARED PARENTING PLAN**
THIS DOCUMENT NEEDS TO BE **NOTARIZED**
(ORIGINAL AND 4 COPIES)
IF YOU HAVE SHARED PARENTING YOU WOULD NEED THIS DOCUMENT

H) **SHARED PARENTING DECREE**
NOT TO BE SIGNED UNTIL FINAL HEARING-REQUIRES BOTH PARTIES SIGNATURE AND THE JUDGE
(ORIGINAL AND 4 COPIES)

CLERK'S OFFICE IS NOT RESPONSIBLE FOR CONTENT OF PAPERWORK OR CANNOT GIVE OUT LEGAL ADVICE

DEPOSIT WILL BE APPLIED TO THE COURT COSTS AFTER FINAL HEARING AND BALANCE WILL BE REFUNDED IF ANY TO THE PERSON POSTING THE MONEY

ANY FURTHER LEGAL ADVICE YOU WILL NEED TO CONTACT OR HIRE AN ATTORNEY TO REPRESENT YOU