

CHECKLIST – UNCONTESTED DIVORCE WITH CHILDREN:

IT IS RECOMMENDED THAT YOU PRINT THIS FORM AND CHECK IT OFF AS YOU PREPARE YOUR DOCUMENTS!

For further information regarding the forms cited below, consult the ***Instructions for filing an UNCONTESTED DIVORCE with Children***. Court personnel, including the Clerk of Superior Court, cannot assist you with filling out the forms. If you need assistance, you are strongly encouraged to seek the advice of a Georgia licensed attorney.

1. Do I have my *Domestic Relations Filing Forms* completed (except for the case number which will be provided by the Clerk of the Court?)

2. Do I have my *Complaint for Divorce*?

If yes, does it meet the following requirements?

I know where my spouse is; AND

I plan to use the no fault reason for divorce, "irreconcilable differences;" AND

My spouse and I are willing to sign a *Settlement Agreement* (contract) that decides the following issues:

- Whether you have any debts, and how to divide them;
- Whether you have any possessions that need to be divided, and how;
- Who will have custody of the children;
- What is the visitation schedule;
- What is the proper child support amount;
- Whether you will have alimony, and if so, how much.

3. Do I have my *Verification* form?

If yes, is it properly completed and signed by the Plaintiff in the presence of a notary public who has attested to this fact by stamping it with his or her seal and signing it?

4. Do I have the *Consent to Trial 31 Days After Service and Waiver of Right to Trial by Jury*?
If yes, is it properly completed and signed by the Plaintiff and Defendant in the presence of a notary public who has attested to this fact by stamping it with his or her seal and signing it?
5. Do I have an *Acknowledgment of Service and Summons* **OR** *Defendant's Acknowledgment of Service / Affidavit of Waiver of Venue and Personal Jurisdiction*?
If yes, is it properly completed and signed by the Defendant in the presence of a notary public who has attested to this fact by stamping it with his or her seal and signing it?
6. Do I have the required *Domestic Relations Financial Affidavits* for both the Plaintiff and the Defendant?
If yes, are they both properly completed and signed in the presence of a notary public who has attested to this fact by stamping it with his or her seal and signing it? Have I attached any forms as required by the *Affidavit*?
7. Do I have a completed *Parenting Plan*?
8. Have I completed a *Child Support Worksheet*?
9. Have I completed the *Child Support Order Addendum*?

IF YOU HAVE ANSWERED NO TO ANY OF THESE QUESTIONS, THEN YOU DO NOT HAVE THE REQUIRED PAPERWORK TO FILE A DIVORCE IN THIS CIRCUIT.

Please secure the documents and/or meet the requirements as set forth above or consult an attorney who will do so on your behalf.

I understand that I represent myself and **that no one in the Court can assist me with any of this process** (this includes personnel in the Clerk's office and Judge's office).

_____ [Plaintiff] _____ [Date]