

## **FILING CHECKLIST FOR DIVORCE WITH CHILDREN - CONTESTED Ocmulgee Judicial Circuit**

Divorce Packet:

The Divorce Packet for Divorce with Minor Children that you may obtain from the Eighth Judicial Administrative District of Georgia ([https://www.eighthdistrict.org/pro\\_se.htm](https://www.eighthdistrict.org/pro_se.htm)) should include the following documents, many of which are necessary in completing your case.

- (1) Domestic Relations Case Filing Information Form (Plaintiff shall complete and file)
- (2) Complaint for Divorce (Plaintiff shall complete, sign and file)
- (3) Verification (Plaintiff shall complete, have notarized, sign and file)
- (4) Standing Order of the Court (Plaintiff shall attach a copy to the Complaint and serve a copy on the Defendant)
- (5) Domestic Relations Financial Affidavits (Both Plaintiff and Defendant shall complete, sign, have notarized and file)
- (6) Summons and Sheriff's Service Form (Plaintiff shall complete and give to the Clerk of Court to give to the Sheriff for personal service on Defendant.)
- (7) Child Support Worksheet (Each party shall complete, initial each page, and file separate sheets. A guided Child Support Worksheet may be accessed at the following website: <https://csconlinecalc.georgiacourts.gov/frontend/web/index.php>. The figures in the Worksheet should match the Financial Affidavits.)
- (8) Parenting Plan (Each party shall complete, initial each page, and file separate parenting plans)
- (9) Certificate from the **Seminar for Divorcing Parents** (Both Plaintiff and Defendant shall complete the Seminar for Divorcing Parents prior to the issuance of a Final Judgement and Decree of Divorce)
- (10) Rule Nisi and Certificate of Service (Clerk of Court signs and files the Rule Nisi and gives a copy to the Plaintiff to mail to Defendant; Plaintiff shall complete, sign and file the Certificate of Service of the Rule Nisi as proof that Defendant received notice of the court date)
- (11) Final Judgment and Decree of Divorce (Plaintiff completes and places in file; Judge signs and files)

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(12) Vital Records Form 3907 - State of Georgia Report of Divorce, Annulment or Dissolution of Marriage (Plaintiff completes and files)

(13) Domestic Relations Case Disposition Information Form (Plaintiff completes and files)

All of the documents listed above may be accessed and completed by visiting the following website: [https://www.eighthdistrict.org/pro\\_se.htm](https://www.eighthdistrict.org/pro_se.htm) except the Sheriff's Service Form, which is available in the Clerk of Court's office.