

## **FILING CHECKLIST FOR DIVORCE WITH CHILDREN - UNCONTESTED 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, sign 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 of the Standing Order of the Court to the filed with the Complaint and mail a copy to the Defendant)
- (5) Acknowledgment of Service and Summons (Defendant shall complete, have notarized, sign, and file instead of personal sheriff's service of the Complaint)

**-OR-**

Acknowledgment of Service Affidavit of Waiver of Venue and Personal Jurisdictions (Only if Defendant is not a resident of the County of filing)

- (6) Consent to Trial (Plaintiff and Defendant shall complete, have notarized, sign, and file)
- (7) Child Support Worksheet (Both Plaintiff and Defendant shall complete, initial each page, and file a joint worksheet. Child Support Worksheets must be filed prior to the issuance of a Final Judgment and Decree of Divorce. A guided Child Support Worksheet may be accessed at the following website: <https://csconlinecalc.georgiacourts.gov/frontend/web/index.php>.)
- (8) Parenting Plan (Both Plaintiff and Defendant shall complete, sign, and place in file; Judge signs and files)
- (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 Judgment and Decree of Divorce.)
- (10) Settlement Agreement (Both Plaintiff and Defendant shall complete, sign, have notarized and file)

(11) Final Judgment and Decree of Divorce (Plaintiff completes and places in file; Judge signs and files)

(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.