

FAMILY LAW SELF-HELP PROGRAM FOR CHARLOTTE COUNTY
Husband and Wife – DIVORCE
PETITION FOR SIMPLIFIED DIVORCE

Self-represented individuals are provided this checklist as part of the Family Law Self-Help program for Charlotte County. This covers the basic procedural requirements for filing the type of case noted above. It is not intended to replace actual LEGAL ADVICE, which you must receive only by a licensed attorney. This checklist should help you maneuver your case through the legal process with no unnecessary delays – each document includes specific instructions (DO NOT FILE THE INSTRUCTION PAGES). The forms referenced below may be downloaded free of charge from WWW.FLCOURTS.ORG.

Both Parties are required to be present when filing the forms and must both attend the final hearing before the Judge. All forms noted below are to be completed and filed at the same time – **DO NOT SIGN ANY COPIES UNTIL YOU APPEAR IN FRONT OF THE CLERK.**

- General Information for Self-Represented Litigants

COMPLETE AND FILE:

- Vital Statistics Form
- Cover Sheet for Family Court Cases [Form 12.928]
- Notice of Related Cases [Form 12.900(h)]
- Petition for Simplified Dissolution of Marriage. [Form 12.901(a)]. Husband and Wife will both sign the petition in the presence of the clerk.
- Marital Settlement Agreement For Simplified Dissolution of Marriage [Form 12.902(f)(3)]. Agreement is signed by both Parties to document the terms to the settlement.
- Proof of Florida Residency – acceptable documents MUST include an issue date at least six months BEFORE the date case is filed with Clerk of Court (photocopy of a Florida Drivers License or Florida Identification Card). If you cannot produce these, you need to use the Corroborating Witness Affidavit – [Form 12.902(i)]

HUSBAND AND WIFE MUST EACH COMPLETE/FILE a:

- Financial Affidavit (short form) [Form 12.902(b)] – Used when individual annual income is under \$50,000.
OR: Financial Affidavit (long form) [Form 12.902(c)] - Used when individual annual income is \$50,000 or more.
- Notice of Social Security Number [Form 12.902(J)]