

**CIRCUIT JUDGE MARY P. HATCHER'S  
TRIAL/FINAL HEARING CHECKLIST FOR CONTESTED DOMESTIC RELATIONS CASES**

The following documents are required to be filed pursuant to the applicable Florida Statutes, Florida Family Law Rules of Procedure, Unified Family Court Administrative Order No. A2015-10, and applicable Administrative Orders. **ALL** documents must be in the Court file prior to scheduling a Final Hearing or Pre-Trial Conference.\*

**CASE NUMBER:**

**CASE TYPE:**

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**CASE NAME:**

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PETITIONER	Date of Filing	RESPONDENT	Date of Filing
Civil Cover Sheet			
Petition		Answer or Default	
Non-Military Affidavit (may be included in Petition)		Counter-Petition (if applicable)	
Answer to Counter-Petition (if applicable)			
Notice of Social Security Number (to include minor children, if any)		Notice of Social Security Number	
Financial Affidavit		Financial Affidavit	
Certificate of Mandatory Disclosure		Certificate of Mandatory Disclosure	
Proof of Residency			
Notice of Related Cases			
Proof of Service			
Mediation Outcome Report			
Witness List		Witness List	

If an agreement is reached after the initiation of a case:

Marital/Mediated Settlement Agreement (signed by both parties)	Date of Filing:
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FOR CASES WITH MINOR CHILDREN:	Date of Filing
Mother's Certificate of Attendance of Parenting Class	
Father's Certificate of Attendance of Parenting Class	
Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)	

Child Support Guidelines Worksheet	
Motion to Deviate from CS Guidelines (if applicable)	
Proposed Parenting Plan or any Agreed Upon Parenting Plan	

Are there any outstanding motions that have not been addressed?

\*Provide this completed checklist to Judge Hatcher's office when requesting a Final Hearing/Pre-Trial Conference or filing a Notice for Trial.