

SIMPLIFIED DISSOLUTION OF MARRIAGE

This checklist is designed to help persons seeking to represent themselves in court without the assistance of an attorney. It is meant to serve as a guide only. It is not guaranteed that either the instructions or the forms will achieve the result desired by the parties. It is not ensured that any individual judge accept each form drafted. Any person using these instructions and forms does so at their own risk.

Please note, the Family Court Case Management Self-Help Office provides procedural information and cannot give legal advice.

All forms listed below can be found at www.flcourts.gov under Self Help, Family Law Forms, unless otherwise noted.

- **Petition Form 12.901 (a)** Please read all directions and complete the petition in its entirety. Please pay particular attention to the following:
 - Petitioner or Respondent must have been a resident of Florida for 6 months prior to the date of filing
 - Date of marriage and date of separation
 - Division of Marital Assets and Liabilities (must check one on #6 of Petition)
 - Petition must be signed by both parties
- **Coversheet for family Court Cases Form 12.928**
- **Disclosure from Nonlawyer Form 12.900 (a)**
- **Designation of Current Mailing and Email Address Form 12.915**
- **Notice of Social Security Number Form 12.902 (j)**
- **Family Law Financial Affidavit- Each party must file if they are **not** filing a Marital Settlement Agreement.**
- Short form 12.902 (b) if gross individual annual income is under \$50,000 OR Long Form 12.902(c) If gross individual annual income is above \$50,000
- **Certificate of Mandatory Disclosure Form 12.932**
- **Marital Settlement Agreement Form 12.902 (f)(3) - Must be complete and signed and notarized by both parties**
 - ***OR***
- If **both** parties agree to waive filing financials, both parties may **jointly** complete the following form:
 - **Notice of Joint Verified Waiver of Filing Financial Affidavits Form 12.902 (k) (all criteria must be met)**
 - **Copy of Driver's License or Voters Registration Card** – Driver's License/Voter Registration MUST be issued at least 6 months **PRIOR** to the date of filing, in the alternative, you may complete an **Affidavit of Corroborating Witness Form 12.902 (i)** if your license was recently renewed/issued.
- **Notice of Related Cases Form 12.900 (h)**

- **Motion to Set Final Hearing** Forms are available at www.marioncountyclerk.org

PLEASE DO NOT FILE THIS MOTION UNTIL ALL THE ABOVE ITEMS HAVE BEEN FILED

****PLEASE BE AWARE ** ** Both Parties Must Attend Final Hearing****