

Please answer the questions below.

When you answer the questions, they will automatically fill in that information where it belongs on the following forms that you will be filing with the court. Do not leave any questions blank. Any changes you make must be made to these questions; you will not be able to modify your answers in the forms themselves. Please have all of your information handy when you are answering these questions.

1. What is the name of the County where you will be filing this divorce? _____
2. What is your full name?

3. What is your street address?

4. What is your town, state, and ZIP Code?

5. What is your telephone number, with area code? _____
6. What is your email address? _____
7. If you have a fax machine number and want to receive service by fax machine, what is your fax machine number, with area code? _____
8. If you have used the Attorney General Confidential address in any related cases, select "X": _____
9. What is your spouse's full name?

10. What is your spouse's street address?

11. What is your spouse's town, state and ZIP Code?

12. Are there are other Court cases involving yourself and the other party? _____ Yes _____ No
13. If you selected "Yes," for each case you and the other party are involved, what is the name of the Court and Case Number. If you selected "No," skip to the next question.

Caption: _____
Caption: _____
Caption: _____
Caption: _____
Caption: _____
Caption: _____

Case Number: _____
Case Number: _____
Case Number: _____
Case Number: _____
Case Number: _____
Case Number: _____

14. What is the date that you and your spouse were married? _____

15. What is the date that you and your spouse were separated? _____

16. Type the name of the person (either you or your spouse) who has lived in the county you will be filing your divorce in for at least the last three months and who has lived in the state of Indiana for at least the last six months.

17. There _____ real estate

18. Are there debts and property that need to be divided? Yes No

If "yes," list them individually below:

- a. _____
- b. _____
- c. _____
- d. _____

19. Does the wife want her former name restored? Yes No

If "yes," what is the former name she wishes to have restored?

20. Do you need the Judge to issue any provisional orders? Yes No

Provisional orders are temporary orders that will be in effect while you are waiting for your final hearing. If you answered "No" to this question, go on to Question 18 and **do not** file the Notice of Provisional Hearing or the Temporary Order with the court. You should contact an attorney or consult a legal dictionary if you do not understand these terms. A separate case is required for a Protective Order involving Domestic Violence, and you must file it as a separate case. If you are seeking a Protective Order, you may obtain a form from the Clerk of the Court or obtain it from the Indiana Judicial Center's website at <http://www.in.gov/judiciary/forms/po.html>.

- Temporary possession of the marital residence;
- Temporary division of debts;
- Temporary division of property;
- Spousal maintenance;

Restraining the parties from transferring, encumbering, concealing, or in any way disposing of any of the property of the part;

Other: *Explain*

21. For service of this divorce packet, how do you want your spouse to be served? **Please note, there is an additional charge for service by Sheriff. You will need to talk to the Clerk to find the amount you will be charged.**

I want my spouse served by Certified Mail

I want my spouse served by Sheriff at their home address

I want my spouse served by Sheriff at their job, their employer name and address is:

You have finished answering the questions. The following pages are the forms that you will be printing and then filing with the court. Please look over them to make sure the information is correct before you print them out. If you have changes, you must make them to the questions above. Once you have printed this packet, make sure you sign it on the Signature line. Your signature must be on these forms before you make copies and file it with the court.

STATE OF INDIANA) IN THE SUPERIOR/CIRCUIT COURT
) SS:
COUNTY OF) CASE NO.

IN RE THE MARRIAGE OF:

Petitioner,

V.

Respondent.

APPEARANCE BY SELF-REPRESENTED PERSON IN CIVIL CASE

This Appearance Form must be filed on behalf of every party in a civil case.

1. My Name is: _____ and I am

Initiating (filing) X ;

Responding (answering or defending) _____; or

Intervening _____;

in this case and am representing myself.

2. Contact information for receiving legal service of documents and case information is required by Court Rules: *(NOTE: If you are the Initiating party and this case, or a related case, involves a protection from abuse order, a workplace violence restraining order, or a no-contact order, you must provide an address for the purpose of legal service of documents but that address should not be one that exposes the whereabouts of a petitioner)*

Address: _____

Email Address: _____

Phone: _____

FAX: _____

OR, if in the related case, you have used the Attorney General Confidential address, you may check the box below:

____ Attorney General confidential address (contact the Attorney General at 1-800-321-1907 or e-mail address is **confidential@atg.state.in.us**).

3. This is a _____ case type as defined in administrative Rule 8(B)(3).
(Clerk will supply this information.)

4. I will accept service by FAX at the following number _____

5. This case is a domestic relations matter, involves reciprocal enforcement of support, paternity, delinquency, Child in Need of Services (CHINS), guardianship, or any other proceedings in which support may be an issue, and social security numbers of all family members are supplied on a separately attached document (Form TCM-TR3.1-4) filed as confidential information on light green paper.

_____ Yes X No

6. There are related cases: Yes _____ No _____ (*If yes, please indicate below.*)

Caption and case number of related cases:

Caption: _____ Case Number: _____

7. Additional information required by local rule:

Self-Represented Party

STATE OF INDIANA) IN THE SUPERIOR/CIRCUIT COURT
) SS:
COUNTY OF) CASE NO.

IN RE THE MARRIAGE OF:

Petitioner,

V.

Respondent.

VERIFIED PETITION FOR DISSOLUTION OF MARRIAGE
(AND REQUEST FOR PROVISIONAL ORDERS)

The Petitioner, _____, now states:

1. Petitioner and Respondent were married on _____, and separated on _____.
2. _____ has been a continuous resident of _____ County for the last 3 months.
3. _____ has been a continuous resident of the State of Indiana for the last 6 months.
4. There are no children of the marriage and the Wife is not pregnant.

5. Debts and property:

There _____ real estate

There are no debts / personal property to divide.

Petitioner wishes the Court to divide the following debts / personal property:

- a. _____
- b. _____
- c. _____
- d. _____

6. Neither party is a member of the military.

7. This marriage has suffered an irretrievable breakdown and should be dissolved.

8. Change of name:

Wife would like her former name of _____ restored to her.

Wife does not want to change her name.

I request that this Court issue its order dissolving the marriage of the parties, and for all other just and proper relief and until this matter is finalized, I request the following provisional orders:

I do not request any provisional orders;

Temporary possession of the marital residence;

Temporary division of debts;

Temporary division of property;

Spousal maintenance;

Restraining the parties from transferring, encumbering, concealing, or in any way disposing of any of the property of the part;

Other: _____

I affirm under the penalties of perjury that the foregoing representations are true.

Signature

STATE OF INDIANA) IN THE SUPERIOR/CIRCUIT COURT
) SS:
COUNTY OF) CASE NO.

IN RE THE MARRIAGE OF:

Petitioner,

V.

Respondent.

NOTICE OF PROVISIONAL HEARING

A Verified Petition for Dissolution of Marriage and Request for Provisional Orders has been filed in this Court. The Court now sets this matter for a Provisional Hearing on _____ at _____ A.M./P.M. The Parties may present evidence on their behalf. Failure to appear may result in matters being decided in your absence.

So ordered this _____ day of _____, 20____.

Date

Judge

Distribution:

STATE OF INDIANA) IN THE SUPERIOR/CIRCUIT COURT
) SS:
COUNTY OF) CASE NO.

IN RE THE MARRIAGE OF:

Petitioner,

V.

Respondent.

TEMPORARY ORDER

Petitioner appears/does not appear, and Respondent appears/does not appear for provisional hearing on _____, 20___. The court having been duly advised in this matter, now finds the following:

- _____ Petitioner/Respondent is awarded temporary custody of the minor child(ren);
- _____ Petitioner/Respondent shall pay temporary child support for the minor child(ren) in the amount of \$_____ per week, payable through the _____ County Clerk, or by income withholding order if available from the employer, beginning on _____, 20_____.
- _____ Petitioner/Respondent shall be responsible for the first \$_____ of uninsured medical expenses for the minor child(ren). Thereafter, Petitioner shall be responsible for _____% and Respondent for _____% of uninsured medical expenses for the minor child(ren).
- _____ Petitioner/Respondent shall have temporary parenting time (visitation) with the minor child(ren) as the parties agree or according to the Indiana Parenting Time (Visitation) guidelines;
- _____ Petitioner/respondent shall have temporary possession of the marital residence;
- _____ Petitioner/Respondent shall temporarily maintain medical, dental, and optical insurance as available through employment for the following persons:

_____ There shall be a temporary division of debts, as follows:

- a. Petitioner shall be solely responsible for the following debts:

- b. Respondent shall be solely responsible for the following debts:

_____ There shall be a temporary division of property, as follows:

- a. Petitioner shall have sole possession of the following items of property:

- b. Respondent shall have sole possession of the following items of property:

_____ There shall be a temporary division of motor vehicles, as follows:

- a. Petitioner shall have temporary possession of the following vehicles:

(Vehicle #1, Make, Model, and Year)

(Vehicle #2, Make, Model and Year)

- b. Respondent shall have temporary possession of the following vehicles:

(Vehicle #1, Make, Model, and Year)

(Vehicle #2, Make, Model and Year)

_____ There shall be a temporary restraining order in effect during these proceedings:

_____ Restraining the parties from removing the child(ren) from the state
without the permission of the court or all parties;

_____ Restraining the parties from transferring, encumbering, or
concealing, or in any way disposing of any of the property of the
parties;

_____ Other:

20____. ALL OF WHICH IS SO ORDERED THIS _____ DAY OF _____,

Date

Judge

Distribution:

STATE OF INDIANA) IN THE SUPERIOR/CIRCUIT COURT
) SS:
COUNTY OF) CASE NO.

IN RE THE MARRIAGE OF:

Petitioner,

V.

Respondent.

MOTION FOR FINAL HEARING

The Petitioner now states that sixty (60) days have passed since the filing of the Verified Petition for Dissolution of Marriage and requests that this matter be set for Final Hearing on the next available hearing date, allowing fifteen (15) minutes for the hearing. [If you need more than 15 minutes, please advise the Court when you file this Motion.]

Signature

CERTIFICATE OF SERVICE

I certify that I have served a copy of the foregoing on the Respondent by first class mail this _____ day of _____, _____.

Signature

STATE OF INDIANA) IN THE SUPERIOR/CIRCUIT COURT
) SS:
COUNTY OF) CASE NO.

IN RE THE MARRIAGE OF:

Petitioner,

V.

Respondent.

NOTICE OF FINAL HEARING

The Petitioner has filed a Motion For a Final Hearing which the Court has considered and now grants.

IT IS THEREFORE ORDERED that the final hearing for this matter shall be held on the _____ day of _____, _____ at the hour of _____ o'clock ____M. [The Court allows 15 minutes for the hearing.] [The Court allows _____ for the hearing.]

So ordered this _____ day of _____, _____.

Judge

Distribution:

STATE OF INDIANA) IN THE SUPERIOR/CIRCUIT COURT
) SS:
COUNTY OF) CASE NO.

IN RE THE MARRIAGE OF:

Petitioner,

V.

Respondent.

DECREE OF DISSOLUTION OF MARRIAGE

The Court having held a final hearing now finds the following:

1. The Court has jurisdiction over the subject matter and the parties.
2. The parties were married on _____, and separated on or about _____.
3. _____ has been a continuous resident of _____ County for the last three months, and the State of Indiana for the last six months prior to the filing of the Verified Petition for Dissolution of Marriage.
4. There are no children of the marriage and none are expected.
5. Neither party is a member of the military.
6. The marital debts shall be divided as follows:
 - The parties already have divided their debts.
 - Petitioner will be solely responsible for and shall hold Respondent harmless from, the

following debts:

Name of Creditor

Amount of Debt

\$ _____

\$ _____

\$ _____

- Respondent will be solely responsible for, and shall hold Petitioner harmless from the following debts:

<u>Name of Creditor</u>	<u>Amount of Debt</u>
_____	\$ _____
_____	\$ _____
_____	\$ _____

7. The parties have agreed on the following vehicle division:

- There are no vehicles to divide.
- Petitioner will have sole possession of the following vehicles, and Respondent shall execute all documents necessary to transfer title of said vehicles within thirty (30) days of the date of this Order:

Vehicle #1, Make, Model, and Year

Vehicle #2, Make, Model, and Year

- Respondent will have sole possession of the following vehicles, and Petitioner shall execute all documents necessary to transfer title of said vehicles within thirty (30) days of the date of this Order:

Vehicle #1, Make, Model, and Year

Vehicle #2, Make, Model, and Year

8. The marital property shall be divided as follows:

- The parties already have divided all items of property.

Petitioner will have sole possession of the following items of property:

Respondent will have sole possession of the following items of property:

9. Change of names:

Wife would like her maiden name or previous married name of

_____ restored to her.

Wife does not want to change her name.

10. The marriage has suffered an irretrievable breakdown and should be dissolved.

IT IS THEREFORE ORDERED by the Court that the parties' marriage is hereby dissolved and their property and debts shall be divided as stated above.

Date

Judge

Distribution:

STATE OF INDIANA) IN THE SUPERIOR/CIRCUIT COURT
) SS:
COUNTY OF) CASE NO.

IN RE THE MARRIAGE OF:

Petitioner,

V.

Respondent.

SUMMONS

[For Dissolution of Marriage Cases Only]

The State of Indiana to Respondent: _____

You have been sued by your spouse for dissolution of your marriage. The case is pending in the Court named above.

In order to participate in the proceedings, you must enter a written appearance in person or by your attorney. In the event you do not enter a written appearance within sixty (60) days of the date hereof, your marriage can be dissolved by Decree of the Court by default. In the event a Decree is entered by default, it may contain a judgment against you and provisions regarding the distribution of assets and payment of debts. The Decree may also require you to take actions or refrain from actions in order to carry out the terms of the Court’s Decree. If you do not enter a written appearance, you will receive no further notice of these proceedings.

If you wish to countersue, you must do so by written petition filed herein not more than sixty (60) days from the date hereof.

Dated: _____
Clerk, _____ County

The following manner of Service of Summons is hereby designated:

- Registered / Certified Mail to be sent by the Clerk
- Service by Sheriff on Individual at address shown above
- Service by Sheriff at place of employment, **(name and address of spouse’s employer):**

SHERIFF'S RETURN OF SERVICE OF SUMMONS

I hereby certify that I have served this summons on the ____ day of _____, 20__:

1. By delivering a copy of the Summons and a copy of the complaint to the Respondent identified on the first page of Summons.

2. By leaving a copy of the Summons and a copy of the complaint at _____, which is the dwelling place or usual place of abode of and by mailing a copy of the Summons to the Respondent at the above address.

3. Other Service or Remarks: _____

Sheriff's Costs

Sheriff
By: _____
Deputy

CLERK'S CERTIFICATE OF MAILING

I hereby certify that on the ____ day of _____, 20__, I mailed a copy of this Summons and a copy of the Petition to the Respondent identified on the first page of the Summons by (registered or certified mail), [] requesting a return receipt, at the address provided by the Petitioner.

Dated: _____, 20__

Clerk, _____ County
By: _____
Deputy

RETURN ON SERVICE OF SUMMONS BY MAIL

I hereby certify that the attached receipt was received by me showing that the Summons and a copy of the Complaint mailed to the Respondent identified on the 1st page of this Summons was accepted by the Respondent on the ____ day of _____, 20__.

I hereby certify that the attached return receipt was received by me showing that the Summons and a copy of the Complaint was returned not accepted on the ____ day of _____, 20__.

I hereby certify that the attached return receipt was received by me showing that the Summons and a copy of the Complaint mailed to the Respondent identified on the 1st page of this Summons was accepted by _____ on behalf of the Respondent on the ____ day of _____, 20__.

Clerk, _____ County
By: _____
Deputy

NOT FOR PUBLIC ACCESS

Cause No. _____

Petitioner

Respondent

INFORMATION SHEET FOR FAMILY COURT PILOT PROJECT

This form is required to be completed in full and filed with the Clerk's Office with all new petitions filed for dissolution of marriage, legal separation and determination of paternity. The information on this form will be used to identify families who have more than one cause of action pending in the Lake County Court system, and to aid the Courts in tracking the progress of these matters.

	Full Name	Soc. Sec. Number	Date of Birth	Sex (M/F)
Petitioner:				
Respondent:				

Names of all Children of the Parties:	Soc. Sec. Number	Date of Birth	Sex (M/F)

Names of all other Persons residing in the Parties' household:

Full Name	Soc. Sec. Number	Date of Birth	Sex (M/F)

Please list all other court cases in which the parties, their children or any members of their household are involved in any capacity. Include all cases including Juvenile, Probate, Criminal, Civil, Domestic Relations, Protective Orders, Small Claims, and Traffic.

Title of Case:	Name and Location of Court:
Type of Case:	Cause Number:

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Type of Case:	Cause Number:

Title of Case:	Name and Location of Court:
Type of Case:	Cause Number:

Use additional sheets if necessary to supply complete information.

JUDGES' NOTICE TO PARENTS GOING THROUGH DIVORCE

We, the Judges and Magistrates of Lake County, share the following information so that you will know of our commitment to the best interests of children. **Please read this information carefully, as we expect you and all other persons involved in your case to be partners in serving those best interests.**

1. As soon as possible, visit **www.LakeCountyKids.org** to learn about the Courts' expectations and to read the [Lake County Rules of Family Law](#) for important information about how divorce cases will be handled to:

- ensure safety;
- reduce conflict;
- build cooperation; and,
- protect the best interests of all family members, especially all children.

2. If there will be no attorneys in your case, see the “**Cases Without Attorneys**” link on the Courts' website, **www.LakeCountyKids.org**, for special work required of you.

3. If you and your spouse have any children under the age of 18, you **must** do the following **within 30 days**:

A. Register for a Co-Parenting Class. You will find more information about the class and how to register at the link on the Courts' website, **www.LakeCountyKids.org**.

B. Complete the work on **www.UpToParents.org**, and take your completed work to your Co-Parenting Class, give a copy to your attorney, and bring it with you to all court appearances and other meetings.

4. If you and your spouse have any children under the age of 18, you should attempt to establish your own plan for the decision making and living arrangements that will serve to nurture and protect your children. A plan which is worked out between the parents to fit the needs of their children and family is almost always the best.

You should review the [Indiana Parenting Time Guidelines](#) at the link on the Courts' website, **www.LakeCountyKids.org**. The Court considers those Guidelines to be the **minimum** parenting time for each parent to have frequent, meaningful, and continuing contact with their children. We recommend that you use the Parenting Plan Proposal/Worksheet which you will also find on the Courts' website, **www.LakeCountyKids.org**.

5. You and your spouse must complete and exchange [Financial Declaration Forms](#) with all required attachments. You will find this Form at the link on the Courts' website, **www.LakeCountyKids.org**.