

D-_____

Dissolution W/No Children (H953)

- ___ Case number, names (Judge/Magistrate, Petitioners and date of hearing are correct.
- ___ Residency requirement of parties: Ohio/6months; County 90 days
- ___ Verify that there are no minor child(ren) of this marriage (natural or adoptive)
- ___ Correct date for filing Petition for Dissolution of Marriage.
- ___ Separation Agreement marked as Exhibit A
- ___ Marriage dissolved.
- ___ Spousal support per Separation Agreement, is it modifiable / jurisdiction reserved? Should be paid via CSEA (if direct please leave a note for the Judge).
- ___ Spousal support arrearages: yes or no. If yes, then make sure arrearage payment included in monthly payment of spousal support.
- ___ Securing spousal support payment: direct payment or through CSEA
- ___ If through CSEA, fill out Obligor/Obligee information
- ___ If no pension being divided cross out QDRO paragraphs.
- ___ If pension being divided complete the QDRO paragraphs.
- ___ Division Of Property: If there is property to be divided it should be listed either in the Separation Agreement or judgment entry and if there is no property the parties' write-in "*there is no marital property to be divided. Each party shall pay their own debts and hold the other party harmless thereon.*"
- ___ If there is real estate make sure that the names are correct and a copy of the legal description is attached.
- ___ Maiden name or prior name, if desired by wife, with dob.
- ___ Waiver of Attorney if one party has an attorney and the other party is pro se.
- ___ Court costs
- ___ JE signed by both parties and counsel, if applicable.
- ___ Casenote

Attachment Checklist

- ____ Signed Separation Agreement
- ____ Review for division of assets/debts and an award of spousal support, if applicable.