

Legal Separation W/No Children, & S. A. (H132)

- ___ Case number, names (Judge/Magistrate, Plaintiff and Defendant) and date of hearing.
- ___ Appearance on Complaint, Answer and/or Counterclaim.
- ___ In attendance was/were the parties, counsel, [or] other.
- ___ Residency requirement of Plaintiff: Ohio/6 months. Venue is proper in this county. The Court has personal jurisdiction over Defendant.
- ___ Military status of parties: Active [or] Inactive.
- ___ Verify that there are no minor child(ren) of this marriage (natural or adoptive) and inquire whether Wife is currently pregnant.
- ___ Check cause for legal separation. Make sure correct boxes are checked.
- ___ Check language that the legal separation is hereby granted.
- ___ Separation Agreement attached as Exhibit A.

SPOUSAL SUPPORT

- ___ Fill in required information. Is it modifiable / jurisdiction reserved? Should be paid via OCSS unless parties request it to be paid directly. Check with the Judge.
- ___ **Temporary Support Arrearage/Overpayment:** Check box for either no arrearages/overpayments under the temporary support orders or there are arrearages/overpayments with an effective date and a dollar (\$_____) amount must be provided. This includes but is not limited to child support, spousal support or cash medical, and uncovered health care expenses.
- ___ If arrearage finding is made check appropriate box for determining payment towards the arrearages.
- ___ **Monthly Payment of Support:** Make sure the numbers are correct for the monthly order that apply which include all applicable child support, spousal support, cash medical support and payment toward arrearage.
- ___ **Method to Secure Support Payments:** Make sure the appropriate source is checked and completed.

- ___ **Retirement Assets:** If neither party has retirement assets to divide check the appropriate box. If retirement assets exist check appropriate boxes and fill in the required information.
- ___ If there are QDRO's [or] DOPO's involved in the case check the appropriate boxes and fill in required information.
- ___ Third party dismissed if necessary.
- ___ Court costs...check appropriate box.
- ___ JE signed by all parties and counsel, if applicable.
- ___ CSEA Blue Sheet
- ___ Casenote

INSTRUCTIONS FOR SERVICE

- ___ Information to be filled out by parties and counsel for proper service of the judgment entry upon them.

ATTACHMENT CHECKLIST

- ___ Signed Separation Agreement.
- ___ Review for division of assets/debts and an award of spousal support if applicable.
- ___ QDRO [or] DOPO, if required.