

Divorce W/No Children & S. A. (H951)

- ___ Case number, names (Judge/Magistrate, Plaintiff and Defendant) and date of hearing.
- ___ Appearance on Complaint, Answer and/or Counterclaim.
- ___ Attendance: 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 divorce. Make sure correct boxes are checked.
- ___ Check language that the divorce is hereby granted and the marriage contract is dissolved. Make sure correct boxes are checked.
- ___ Check box that Separation Agreement attached as Exhibit A.

SPOUSAL SUPPORT

- ___ Spousal support...Fill in required information. Is it modifiable/ jurisdiction reserved? Should be paid via OCSS (if direct please leave a note for 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 support obligor and support obligee boxes are checked correctly. Fill in necessary names and last four digits of SSN.
- ___ 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 correct method is checked and appropriate information is filled in to secure monthly support payment.
- ___ **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.
- ___ Party restored to his/her former name, with DOB.
- ___ Third parties dismissed if necessary.
- ___ Court costs...check appropriate box.
- ___ JE signed by all parties and counsel, if applicable.
- ___ 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.
- ___ Military service Affidavit, if applicable.
- ___ Review for division of assets/debts and an award of spousal support if applicable.
- ___ QDRO [or] DOPO, if required.