

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address):     TELEPHONE NO.: _____ FAX NO. (Optional): _____ E-MAIL ADDRESS (Optional): _____ ATTORNEY FOR (Name): _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
<b>MARRIAGE OF</b> PETITIONER: RESPONDENT:	
<b>PETITION FOR</b> <input type="checkbox"/> <b>Dissolution of Marriage</b> <input type="checkbox"/> <b>Legal Separation</b> <input type="checkbox"/> <b>Nullity of Marriage</b>	CASE NUMBER:   <div style="text-align: right; margin-top: 10px;"> <input type="checkbox"/> <b>AMENDED</b> </div>

1. RESIDENCE (Dissolution only)  Petitioner  Respondent has been a resident of this state for at least six months and of this county for at least three months immediately preceding the filing of this *Petition for Dissolution of Marriage*.

2. STATISTICAL FACTS

- a. Date of marriage: \_\_\_\_\_ c. Time from date of marriage to date of separation (specify):  
 b. Date of separation: \_\_\_\_\_ Years: \_\_\_\_\_ Months: \_\_\_\_\_

3. DECLARATION REGARDING MINOR CHILDREN (include children of this relationship born prior to or during the marriage or adopted during the marriage):

- a.  There are no minor children.  
 b.  The minor children are:
- | <u>Child's name</u> | <u>Birthdate</u> | <u>Age</u> | <u>Sex</u> |
|---------------------|------------------|------------|------------|
|                     |                  |            |            |

Continued on Attachment 3b.

- c. If there are minor children of the Petitioner and Respondent, a completed *Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)* (form FL-105) must be attached.  
 d.  A completed voluntary declaration of paternity regarding minor children born to the Petitioner and Respondent prior to the marriage is attached.

4. SEPARATE PROPERTY

Petitioner requests that the assets and debts listed  in *Property Declaration* (form FL-160)  in Attachment 4  below be confirmed as separate property.  
Item \_\_\_\_\_ Confirm to \_\_\_\_\_

**NOTICE: You may redact (black out) social security numbers from any written material filed with the court in this case other than a form used to collect child or spousal support.**

MARRIAGE OF <i>(last name, first name of parties)</i> :  _____	CASE NUMBER:  _____
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**5. DECLARATION REGARDING COMMUNITY AND QUASI-COMMUNITY ASSETS AND DEBTS AS CURRENTLY KNOWN**

- a.  There are no such assets or debts subject to disposition by the court in this proceeding.
- b.  All such assets and debts are listed  in *Property Declaration* (form FL-160)  in Attachment 5b.  
 below (*specify*):

**6. Petitioner requests**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>a. <input type="checkbox"/> dissolution of the marriage based on               <ul style="list-style-type: none"> <li>(1) <input type="checkbox"/> irreconcilable differences. (Fam. Code, § 2310(a).)</li> <li>(2) <input type="checkbox"/> incurable insanity. (Fam. Code, § 2310(b).)</li> </ul> </li> <li>b. <input type="checkbox"/> legal separation of the parties based on               <ul style="list-style-type: none"> <li>(1) <input type="checkbox"/> irreconcilable differences. (Fam. Code, § 2310(a).)</li> <li>(2) <input type="checkbox"/> incurable insanity. (Fam. Code, § 2310(b).)</li> </ul> </li> <li>c. <input type="checkbox"/> nullity of void marriage based on               <ul style="list-style-type: none"> <li>(1) <input type="checkbox"/> incestuous marriage. (Fam. Code, § 2200.)</li> <li>(2) <input type="checkbox"/> bigamous marriage. (Fam. Code, § 2201.)</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>d. <input type="checkbox"/> nullity of voidable marriage based on               <ul style="list-style-type: none"> <li>(1) <input type="checkbox"/> petitioner's age at time of marriage. (Fam. Code, § 2210(a).)</li> <li>(2) <input type="checkbox"/> prior existing marriage. (Fam. Code, § 2210(b).)</li> <li>(3) <input type="checkbox"/> unsound mind. (Fam. Code, § 2210(c).)</li> <li>(4) <input type="checkbox"/> fraud. (Fam. Code, § 2210(d).)</li> <li>(5) <input type="checkbox"/> force. (Fam. Code, § 2210(e).)</li> <li>(6) <input type="checkbox"/> physical incapacity. (Fam. Code, § 2210(f).)</li> </ul> </li> </ul> |
|---|---|

**7. Petitioner requests that the court grant the above relief and make injunctive (including restraining) and other orders as follows:**

	Petitioner	Respondent	Joint	Other
a. Legal custody of children to .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Physical custody of children to .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Child visitation be granted to .....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
As requested in form: <input type="checkbox"/> FL-311 <input type="checkbox"/> FL-312 <input type="checkbox"/> FL-341(C) <input type="checkbox"/> FL-341(D) <input type="checkbox"/> FL-341(E) <input type="checkbox"/> Attachment 7c.				
d. <input type="checkbox"/> Determination of parentage of any children born to the Petitioner and Respondent prior to the marriage.				
e. Attorney fees and costs payable by .....	<input type="checkbox"/>	<input type="checkbox"/>		
f. Spousal support payable to (earnings assignment will be issued) .....	<input type="checkbox"/>	<input type="checkbox"/>		
g. <input type="checkbox"/> Terminate the court's jurisdiction (ability) to award spousal support to Respondent.				
h. <input type="checkbox"/> Property rights be determined.				
i. <input type="checkbox"/> Petitioner's former name be restored to ( <i>specify</i> ):				
j. <input type="checkbox"/> Other ( <i>specify</i> ):				

Continued on Attachment 7j.

**8. Child support**—If there are minor children born to or adopted by the Petitioner and Respondent before or during this marriage, the court will make orders for the support of the children upon request and submission of financial forms by the requesting party. An earnings assignment may be issued without further notice. Any party required to pay support must pay interest on overdue amounts at the "legal" rate, which is currently 10 percent.

**9. I HAVE READ THE RESTRAINING ORDERS ON THE BACK OF THE SUMMONS, AND I UNDERSTAND THAT THEY APPLY TO ME WHEN THIS PETITION IS FILED.**

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

\_\_\_\_\_  
(TYPE OR PRINT NAME)

▶

\_\_\_\_\_  
(SIGNATURE OF PETITIONER)

Date:

\_\_\_\_\_  
(TYPE OR PRINT NAME)

▶

\_\_\_\_\_  
(SIGNATURE OF ATTORNEY FOR PETITIONER)

**NOTICE:** Dissolution or legal separation may automatically cancel the rights of a spouse under the other spouse's will, trust, retirement plan, power of attorney, pay on death bank account, survivorship rights to any property owned in joint tenancy, and any other similar thing. It does not automatically cancel the right of a spouse as beneficiary of the other spouse's life insurance policy. You should review these matters, as well as any credit cards, other credit accounts, insurance policies, retirement plans, and credit reports to determine whether they should be changed or whether you should take any other actions. However, some changes may require the agreement of your spouse or a court order (see Family Code sections 231–235).

ATTORNEY OR PARTY WITHOUT ATTORNEY ( <i>Name, State Bar number, and address</i> ):  <hr/> TELEPHONE NO. : <span style="margin-left: 200px;">FAX NO. (<i>Optional</i>):</span> E-MAIL ADDRESS ( <i>Optional</i> ): ATTORNEY FOR ( <i>Name</i> ):	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
<input type="checkbox"/> <b>DOMESTIC PARTNERSHIP OF</b> <input type="checkbox"/> <b>MARRIAGE OF</b> PETITIONER: RESPONDENT:	
<b>PETITION FOR</b> <input type="checkbox"/> <b>AMENDED</b> <input type="checkbox"/> <b>Dissolution of</b> <input type="checkbox"/> <b>Domestic Partnership</b> <input type="checkbox"/> <b>Marriage</b> <input type="checkbox"/> <b>Legal Separation of</b> <input type="checkbox"/> <b>Domestic Partnership</b> <input type="checkbox"/> <b>Marriage</b> <input type="checkbox"/> <b>Nullity of</b> <input type="checkbox"/> <b>Domestic Partnership</b> <input type="checkbox"/> <b>Marriage</b>	CASE NUMBER:

**NOTICE: If petitioner and respondent are of the same sex, use this form. If petitioner and respondent are of the opposite sex and are *not* also domestic partners, use form FL-100.**

1. STATISTICAL FACTS

- a.  (1) Registration date of domestic partnership with the California Secretary of State or other state equivalent:  
 (2) Date of separation:  
 (3) Time from date of registration of domestic partnership to date of separation (*specify*):      Years      Months
- b.  (1) Date of marriage:      (2) Date of separation:  
 (3) Time from date of marriage to date of separation (*specify*):      Years      Months

2. RESIDENCE (*check all that apply*)

- a.  Our domestic partnership was established in California. Neither of us has to be a resident or have a domicile in California to dissolve our partnership here.
- b.  Our domestic partnership was established in a place other than California.  Petitioner  Respondent has been a resident of the state of California for at least six months and of this county for at least three months immediately preceding the filing of this *Petition*.
- c.  We are the same sex and are married.  We are the opposite sex and are married. We are also domestic partners.  Petitioner  Respondent has been a resident of the state of California for at least six months and of this county for at least three months immediately preceding the filing of this *Petition*.
- d.  We are the same sex and were married in California but are not residents of California. Neither of us lives in a state or nation that will dissolve the marriage. This case is filed in the county in which we married.  
 Petitioner's residence (*state or nation*):      Respondent's residence (*state or nation*):

3. DECLARATION REGARDING MINOR CHILDREN (*include children of this relationship born or adopted prior to or during this domestic partnership or marriage*)

- a.  There are no minor children.
- b.  The minor children are
- | <u>Child's name</u> | <u>Birthdate</u> | <u>Age</u> | <u>Sex</u> |
|---------------------|------------------|------------|------------|
|                     |                  |            |            |

Continued on Attachment 3b.

- c. If there are minor children of the petitioner and respondent, a completed *Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)* (form FL-105) must be attached.

**NOTICE: You may redact (black out) social security numbers from any written material filed with the court in this case other than a form used to collect child or partner support.**

Petitioner:	CASE NUMBER:
Respondent:	

4. **DECLARATION REGARDING SEPARATE PROPERTY AS CURRENTLY KNOWN**
- a.  There are no such assets or debts subject to disposition by the court in this proceeding.
- b.  All such assets and debts listed are listed in  *Property Declaration* (form FL-160)  Attachment 4b and should be confirmed as petitioner's or respondent's separate property as indicated in form FL-160 or Attachment 4b.
5. **DECLARATION REGARDING COMMUNITY AND QUASI-COMMUNITY ASSETS AND DEBTS AS CURRENTLY KNOWN**
- a.  There are no such assets or debts subject to disposition by the court in this proceeding.
- b.  All such assets and debts are listed in  *Property Declaration* (form FL-160)  Attachment 5b and should be divided between petitioner and respondent as indicated in form FL-160 or Attachment 5b.
6. **Petitioner requests**
- a.  dissolution of the  domestic partnership  marriage based on  
 (1)  irreconcilable differences. (Fam. Code, § 2310(a).) (2)  incurable insanity. (Fam. Code, § 2310(b).)
- b.  legal separation of the  domestic partnership  marriage based on  
 (1)  irreconcilable differences. (Fam. Code, § 2310(a).) (2)  incurable insanity. (Fam. Code, § 2310(b).)
- c.  nullity of void  domestic partnership  marriage based on  
 (1)  incest. (Fam. Code, § 2200.) (2)  bigamy. (Fam. Code, § 2201.)
- d.  nullity of voidable  domestic partnership  marriage based on  
 (1)  petitioner's age at time of registration of domestic partnership or marriage. (Fam. Code, § 2210(a).) (3)  unsound mind. (Fam. Code, § 2210(c).)  
 (2)  prior existing marriage or domestic partnership. (Fam. Code, § 2210(b).) (4)  fraud. (Fam. Code, § 2210(d).)  
 (5)  force. (Fam. Code, § 2210(e).) (6)  physical incapacity. (Fam. Code, § 2210(f).)

7. **Petitioner requests** that the court grant the above relief and make injunctive (including restraining) and other orders as follows:
- |  | Petitioner               | Respondent               | Joint                    | Other                    |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| a. Legal custody of children to .....    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. Physical custody of children to ..... | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. Child visitation granted to .....     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- As requested in form:  FL-311  FL-312  FL-341(C)  FL-341(D)  FL-341(E)  Attachment 7c.
- d.  Determination of parentage of any children born to the petitioner and respondent prior to the domestic partnership or marriage.
- e. Attorney fees and costs payable by .....
- f. Partner or spousal support payable to .....
- g.  Terminate the court's jurisdiction (ability) to award partner or spousal support to respondent.
- h.  Determine property rights.
- i.  Restore petitioner's former name (*specify*):
- j.  Other (*specify*):  
 Continued on Attachment 7j.

8. **Child support:** If there are minor children who were born to or adopted by the petitioner and respondent before or during this domestic partnership or marriage, the court will make orders for the support of the children on request and submission of financial forms by the requesting party. An earnings assignment may be issued without further notice. Any party required to pay support must pay interest on overdue amounts at the "legal" rate, which is currently 10 percent.

9. **I HAVE READ THE RESTRAINING ORDERS ON THE BACK OF THE SUMMONS, AND I UNDERSTAND THAT THEY APPLY TO ME WHEN THIS PETITION IS FILED.**

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: \_\_\_\_\_  
 \_\_\_\_\_  
 (TYPE OR PRINT NAME)

Date: \_\_\_\_\_  
 \_\_\_\_\_  
 (TYPE OR PRINT NAME)

▶ \_\_\_\_\_  
 (SIGNATURE OF PETITIONER)

▶ \_\_\_\_\_  
 (SIGNATURE OF ATTORNEY FOR PETITIONER)

**NOTICE:** Dissolution or legal separation may automatically cancel the rights of a domestic partner or spouse under the other domestic partner's or spouse's will, trust, retirement plan, power of attorney, pay-on-death bank account, survivorship rights to any property owned in joint tenancy, and any other similar thing. It does not automatically cancel the right of a domestic partner or spouse as beneficiary of the other partner's or spouse's life insurance policy. You should review these matters, as well as any credit cards, other credit accounts, insurance policies, retirement plans, and credit reports, to determine whether they should be changed or whether you should take any other actions. However, some changes may require the agreement of your partner or spouse or a court order (see Fam. Code, §§ 231–235).

ATTORNEY OR PARTY WITHOUT ATTORNEY <i>(Name, State Bar number, and address):</i>    TELEPHONE NO.: _____ FAX NO. <i>(Optional):</i> _____ E-MAIL ADDRESS <i>(Optional):</i> _____ ATTORNEY FOR <i>(Name):</i> _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b>  STREET ADDRESS: _____ MAILING ADDRESS: _____ CITY AND ZIP CODE: _____ BRANCH NAME: _____	
PETITIONER: _____  RESPONDENT: _____	
<b>APPEARANCE, STIPULATIONS, AND WAIVERS</b>	CASE NUMBER: _____

1. **Appearance by respondent** *(you must choose one):*

- a.  By filing this form, I make a general appearance.
- b.  I have previously made a general appearance.
- c.  I am a member of the military services of the United States of America. I have completed and attached to this form *Declaration and Conditional Waiver of Rights Under the Servicemembers Civil Relief Act of 2003 (form FL-130(A))*.

2. **Agreements, stipulations, and waivers** *(choose all that apply):*

- a.  The parties agree that this cause may be decided as an uncontested matter.
- b.  The parties waive their rights to notice of trial, a statement of decision, a motion for new trial, and the right to appeal.
- c.  This matter may be decided by a commissioner sitting as a temporary judge.
- d.  The parties have a written agreement that will be submitted to the court, or a stipulation for judgment will be submitted to the court and attached to *Judgment (Family Law)* (form FL-180).
- e.  None of these agreements or waivers will apply unless the court approves the stipulation for judgment or incorporates the written settlement agreement into the judgment.
- f.  This is a parentage case, and both parties have signed an *Advisement and Waiver of Rights Re: Establishment of Parental Relationship* (form FL-235) or its equivalent.

3. **Other** *(specify):*

Date: _____ (TYPE OR PRINT NAME)	▶	_____ (SIGNATURE OF PETITIONER)
Date: _____ (TYPE OR PRINT NAME)	▶	_____ (SIGNATURE OF RESPONDENT)
Date: _____ (TYPE OR PRINT NAME)	▶	_____ (SIGNATURE OF ATTORNEY FOR PETITIONER)
Date: _____ (TYPE OR PRINT NAME)	▶	_____ (SIGNATURE OF ATTORNEY FOR RESPONDENT)

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address):   TELEPHONE NO.: _____ FAX NO. : _____ E-MAIL ADDRESS: _____ ATTORNEY FOR (Name): _____	
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER: RESPONDENT: OTHER PARENT/PARTY:	
<input type="checkbox"/> <b>PETITIONER'S</b> <input type="checkbox"/> <b>RESPONDENT'S</b> <input type="checkbox"/> <b>COMMUNITY AND QUASI-COMMUNITY PROPERTY DECLARATION</b> <input type="checkbox"/> <b>SEPARATE PROPERTY DECLARATION</b>	CASE NUMBER:

See *Instructions* on page 4 for information about completing this form. For additional space, use *Continuation of Property Declaration* (form FL-161).

A	B	C	-	D	=	E	F	
ITEM NO.	BRIEF DESCRIPTION	GROSS FAIR MARKET VALUE		AMOUNT OF DEBT		NET FAIR MARKET VALUE	PROPOSAL FOR DIVISION Award or Confirm to:	
							PETITIONER	RESPONDENT
1.	REAL ESTATE	\$		\$		\$	\$	\$
2.	HOUSEHOLD FURNITURE, FURNISHINGS, APPLIANCES							
3.	JEWELRY, ANTIQUES, ART, COIN COLLECTIONS, etc.							
4.	VEHICLES, BOATS, TRAILERS							
5.	SAVINGS ACCOUNTS							
6.	CHECKING ACCOUNTS							

A		B	C	-	D	=	E	F	
ITEM NO.	BRIEF DESCRIPTION	DATE ACQUIRED	GROSS FAIR MARKET VALUE		AMOUNT OF DEBT		NET FAIR MARKET VALUE	PROPOSAL FOR DIVISION	Award or Confirm to:
								PETITIONER	RESPONDENT
7.	CREDIT UNION, OTHER DEPOSITORY ACCOUNTS		\$		\$		\$	\$	\$
8.	CASH								
9.	TAX REFUND								
10.	LIFE INSURANCE WITH CASH SURRENDER OR LOAN VALUE								
11.	STOCKS, BONDS, SECURED NOTES, MUTUAL FUNDS								
12.	RETIREMENT AND PENSIONS								
13.	PROFIT-SHARING, IRAS, DEFERRED COMPENSATION, ANNUITIES								
14.	ACCOUNTS RECEIVABLE, UNSECURED NOTES								
15.	PARTNERSHIP, OTHER BUSINESS INTERESTS								
16.	OTHER ASSETS								
17.	ASSETS FROM CONTINUATION SHEET								
18.	TOTAL ASSETS								

A	B	C	D	
ITEM NO. DEBTS— SHOW TO WHOM OWED	DATE INCURRED	TOTAL OWING	PROPOSAL FOR DIVISION Award or Confirm to: PETITIONER RESPONDENT	
19. STUDENT LOANS		\$	\$	\$
20. TAXES				
21. SUPPORT ARREARAGES				
22. LOANS—UNSECURED				
23. CREDIT CARDS				
24. OTHER DEBTS				
25. OTHER DEBTS FROM CONTINUATION SHEET				
26. TOTAL DEBTS				

A Continuation of Property Declaration (form FL-161) is attached and incorporated by reference.

I declare under penalty of perjury under the laws of the State of California that, to the best of my knowledge, the foregoing is a true and correct listing of assets and obligations and the amounts shown are correct.

Date:

\_\_\_\_\_

(TYPE OR PRINT NAME)



\_\_\_\_\_

SIGNATURE



## INFORMATION AND INSTRUCTIONS FOR COMPLETING FORM FL-160

*Property Declaration* (form FL-160) is a multipurpose form, which may be filed with the court as an attachment to a *Petition* or *Response* or served on the other party to comply with disclosure requirements in place of a *Schedule of Assets and Debts* (form FL-142). Courts may also require a party to file a *Property Declaration* as an attachment to a *Request to Enter Default* (form FL-165) or *Judgment* (form FL-180).

**When filing a *Property Declaration* with the court, do not include private financial documents listed below.**

### Identify the type of declaration completed

1. Check "Community and Quasi-Community Property Declaration" on page 1 to use *Property Declaration* (form FL-160) to provide a combined list of community and quasi-community property assets and debts. Quasi-community property is property you own outside of California that would be community property if it were located in California.
2. Do not combine a separate property declaration with a community and quasi-community property declaration. Check "Separate Property Declaration" on page 1 when using *Property Declaration* to provide a list of separate property assets and debts.

### Description of the Property Declaration chart

#### Pages 1 and 2

1. Column A is used to provide a brief description of each item of separate or community or quasi-community property.
2. Column B is used to list the date the item was acquired.
3. Column C is used to list the item's gross fair market value (an estimate of the amount of money you could get if you sold the item to another person through an advertisement).
4. Column D is used to list the amount owed on the item.
5. Column E is used to indicate the net fair market value of each item. The net fair market value is calculated by subtracting the dollar amount in column D from the amount in column C ("C minus D").
6. Column F is used to show a proposal on how to divide (or confirm) the item described in column A.

#### Page 3

1. Column A is used to provide a brief description of each separate or community or quasi-community property debt.
2. Column B is used to list the date the debt was acquired.
3. Column C is used to list the total amount of money owed on the debt.
4. Column D is used to show a proposal on how to divide (or confirm) the item of debt described in column A.

### When using this form only as an attachment to a *Petition* or *Response*

1. Attach a *Separate Property Declaration* to respond to item 4. Only columns A and F on pages 1 and 2, and columns A and D on page 3 are required.
2. Attach a *Community or Quasi-Community Declaration* to respond to item 5, and complete column A on all pages.

### When serving this form on the other party as an attachment to *Declaration of Disclosure* (form FL-140)

1. Complete columns A through E on pages 1 and 2, and columns A through C on page 3.
2. Copies of the following documents must be attached and served on the other party:
  - (a) *For real estate* (item 1): deeds with legal descriptions and the latest lender's statement.
  - (b) *For vehicles, boats, trailers* (item 4): the title documents.
  - (c) *For all bank accounts* (item 5, 6, 7): the latest statement.
  - (d) *For life insurance policies with cash surrender or loan value* (item 10): the latest declaration page.
  - (e) *For stocks, bonds, secured notes, mutual funds* (item 11): the certificate or latest statement.
  - (f) *For retirement and pensions* (item 12): the latest summary plan document and latest benefit statement.
  - (g) *For profit-sharing, IRAs, deferred compensation, and annuities* (item 13): the latest statement.
  - (h) *For each account receivable and unsecured note* (item 14): documentation of the account receivable or note.
  - (i) *For partnerships and other business interests* (item 15): the most current K-1 and Schedule C.
  - (j) *For other assets* (item 16): the most current statement, title document, or declaration.
  - (k) *For support arrearages* (item 21): orders and statements.
  - (l) *For credit cards and other debts* (items 23 and 24): the latest statement.
3. Do not file copies of the above private financial documents with the court.

### When filing this form with the court as an attachment to *Request to Enter Default* (FL-165) or *Judgment* (FL-180)

Complete all columns on the form.

**For more information** about forms required to process and obtain a judgment in dissolution, legal separation, and nullity cases, see <http://www.courts.ca.gov/selfhelp-divorcesteps.htm>.

ATTORNEY OR PARTY WITHOUT ATTORNEY ( <i>Name, State Bar number, and address</i> ):  <hr/> <p style="text-align: center;">TELEPHONE NO.: <span style="margin-left: 150px;">FAX NO. (<i>Optional</i>):</span></p> <p>E-MAIL ADDRESS (<i>Optional</i>):</p> <p>ATTORNEY FOR (<i>Name</i>):</p>	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b>  STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER:  RESPONDENT:	
<b>REQUEST TO ENTER DEFAULT</b>	CASE NUMBER:

1. **To the clerk:** Please enter the default of the respondent who has failed to respond to the petition.
2. A completed *Income and Expense Declaration* (form FL-150) or *Financial Statement (Simplified)* (form FL-155)  is attached  is not attached.  
 A completed *Property Declaration* (form FL-160)  is attached  is not attached because (*check at least one of the following*):
  - (a)  there have been no changes since the previous filing.
  - (b)  the issues subject to disposition by the court in this proceeding are the subject of a written agreement.
  - (c)  there are no issues of child, spousal, or partner support or attorney fees and costs subject to determination by the court.
  - (d)  the petition does not request money, property, costs, or attorney fees. (Fam. Code, § 2330.5.)
  - (e)  there are no issues of division of community property.
  - (f)  this is an action to establish parental relationship.

Date: \_\_\_\_\_

\_\_\_\_\_  
 (TYPE OR PRINT NAME)

\_\_\_\_\_  
 (SIGNATURE OF [ATTORNEY FOR] PETITIONER)

3. **Declaration**
  - a.  No mailing is required because service was by publication or posting and the address of the respondent remains unknown.
  - b.  A copy of this *Request to Enter Default*, including any attachments and an envelope with sufficient postage, was provided to the court clerk, with the envelope addressed as follows (*address of the respondent's attorney or, if none, the respondent's last known address*):

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: \_\_\_\_\_

\_\_\_\_\_  
 (TYPE OR PRINT NAME)

\_\_\_\_\_  
 (SIGNATURE OF DECLARANT)

<b>FOR COURT USE ONLY</b>
<input type="checkbox"/> <i>Request to Enter Default</i> mailed to the respondent or the respondent's attorney on ( <i>date</i> ): <input type="checkbox"/> Default entered as requested on ( <i>date</i> ): <input type="checkbox"/> Default <b>not</b> entered. Reason:
Clerk, by _____, Deputy

CASE NAME <i>(Last name, first name of each party):</i>	CASE NUMBER:
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**4. Memorandum of costs**

a.  Costs and disbursements are waived.

b. Costs and disbursements are listed as follows:

- (1)  Clerk's fees ..... \$ .....
- (2)  Process server's fees ..... \$ .....
- (3)  Other *(specify):* ..... \$ .....
- ..... \$ .....
- ..... \$ .....
- ..... \$ .....
- TOTAL ..... \$ .....

c. I am the attorney, agent, or party who claims these costs. To the best of my knowledge and belief, the foregoing items of cost are correct and have been necessarily incurred in this cause or proceeding.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

(TYPE OR PRINT NAME)	▶	(SIGNATURE OF DECLARANT)
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**5. Declaration of nonmilitary status.** The respondent is not in the military service of the United States as defined in section 511 et seq. of the Servicemembers Civil Relief Act (50 U.S.C. Appen. § 501 et seq.), and is not entitled to the benefits of such act.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

(TYPE OR PRINT NAME)	▶	(SIGNATURE OF DECLARANT)
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ATTORNEY OR PARTY WITHOUT ATTORNEY ( <i>Name, State Bar number, and address</i> ):  <hr/> TELEPHONE NO.: _____ FAX NO. ( <i>Optional</i> ): _____ E-MAIL ADDRESS ( <i>Optional</i> ): _____ ATTORNEY FOR ( <i>Name</i> ): _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b>  STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER:  RESPONDENT:	
<b>DECLARATION FOR DEFAULT OR UNCONTESTED</b> <input type="checkbox"/> <b>DISSOLUTION</b> <input type="checkbox"/> <b>LEGAL SEPARATION</b>	CASE NUMBER:

**(NOTE: Items 1 through 12 apply to both dissolution and legal separation proceedings.)**

1. I declare that if I appeared in court and were sworn, I would testify to the truth of the facts in this declaration.
2. I agree that my case will be proven by this declaration and that I will not appear before the court unless I am ordered by the court to do so.
3. All the information in the  amended  *Petition*  *Response* is true and correct.
4. **Type of case** (*check a, b, or c*):
  - a.  **Default without agreement**
    - (1) No response has been filed and there is no written agreement or stipulated judgment between the parties;
    - (2) The default of the respondent was entered or is being requested, and I am not seeking any relief not requested in the petition; and
    - (3) The following statement is true (*check one*):
      - (A)  There are no assets or debts to be disposed of by the court.
      - (B)  The community and quasi-community assets and debts are listed on the **completed** current *Property Declaration* (form FL-160), which includes an estimate of the value of the assets and debts that I propose to be distributed to each party. The division in the proposed *Judgment* (form FL-180) is a fair and equal division of the property and debts, or if there is a negative estate, the debts are assigned fairly and equitably.
  - b.  **Default with agreement**
    - (1) No response has been filed and the parties have agreed that the matter may proceed as a default matter without notice; and
    - (2) The parties have entered into a written agreement regarding their property and their marriage or domestic partnership rights, including support, the original of which is being or has been submitted to the court. I request that the court approve the agreement.
  - c.  **Uncontested**
    - (1) Both parties have appeared in the case; and
    - (2) The parties have entered into a written agreement regarding their property and their marriage or domestic partnership rights, including support, the original of which is being or has been submitted to the court. I request that the court approve the agreement.
5. **Declaration of disclosure** (*check a, b, or c*):
  - a.  Both the petitioner and respondent have filed, or are filing concurrently, a *Declaration Regarding Service of Declaration of Disclosure* (form FL-141) and an *Income and Expense Declaration* (form FL-150).
  - b.  This matter is proceeding by default. I am the petitioner in this action and have filed a proof of service of the preliminary *Declaration of Disclosure* (form FL-140) with the court. I hereby waive receipt of the final *Declaration of Disclosure* (form FL-140) from the respondent.
  - c.  This matter is proceeding as an uncontested action. Service of the final *Declaration of Disclosure* (form FL-140) is mutually waived by both parties. A waiver provision executed by both parties under penalty of perjury is contained on the *Stipulation and Waiver of Final Declaration of Disclosure* (form FL-144), in the settlement agreement or proposed judgment or another, separate stipulation.

PETITIONER:  RESPONDENT:	CASE NUMBER:
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6.  **Child custody and visitation (parenting time)** should be ordered as set forth in the proposed *Judgment* (form FL-180).
- a.  The information in *Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act* (UCCJEA) (form FL-105)  has  has not changed since it was last filed with the court. *(If changed, attach updated form.)*
  - b.  There is an existing court order for custody/parenting time in another case in *(county)*:  
The case number is *(specify)*:
  - c.  The current custody and visitation (parenting time) previously ordered in this case, or current schedule is *(specify)*:  
 Contained on Attachment 6c.
  - d.  Facts in support of requested judgment *(In a default case, state your reasons below)*:  
 Contained on Attachment 6d.

7.  **Child support** should be ordered as set forth in the proposed *Judgment* (form FL-180).
- a. If there are minor children, check and complete item (1) if applicable and item (2) or (3):
    - (1)  Child support is being enforced in another case in *(county)*:  
The case number is *(specify)*:
    - (2)  The information in the child support calculation attached to the proposed judgment is correct based on my personal knowledge.
    - (3)  I request that this order be based on the  petitioner's  respondent's earning ability. The facts in support of my estimate of earning ability are *(specify)*:  
 Continued on Attachment 7a(3).

- b. Complete items (1) and (2) regarding public assistance.
  - (1) I  am receiving  am not receiving  intend to apply for public assistance for the child or children listed in the proposed order.
  - (2) To the best of my knowledge, the other party  is  is not receiving public assistance.
- c.  The petitioner  respondent is presently receiving public assistance, and all support should be made payable to the local child support agency at the address set forth in the proposed judgment. A representative of the local child support agency has signed the proposed judgment.

8. **Spousal, Partner, and Family Support** *(If a support order or attorney fees are requested, submit a completed Income and Expense Declaration (form FL-150) unless a current form is on file. Include your best estimate of the other party's income. Check at least one of the following.)*
- a.  I knowingly give up forever any right to receive spousal or partner support.
  - b.  I ask the court to reserve jurisdiction to award spousal or partner support in the future to *(name)*:
  - c.  I ask the court to terminate forever spousal or partner support for:  petitioner  respondent.
  - d.  Spousal support or domestic partner support should be ordered as set forth in the proposed *Judgment* (form FL-180) based on the factors described in:
    - Spousal or Partner Support Declaration Attachment* (form FL-157)
    - written agreement
    - attached declaration *(Attachment 8d.)*
  - e.  Family support should be ordered as set forth in the proposed *Judgment* (form FL-180).
  - f.  Other *(specify)*:

PETITIONER:  RESPONDENT:	CASE NUMBER:
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9.  **Parentage** of the children of the petitioner and respondent born prior to their marriage or domestic partnership should be ordered as set forth in the proposed *Judgment* (form FL-180).
- a.  A Voluntary Declaration of Paternity is attached.
- b.  Parentage was previously established by the court in (*county*):  
 The case number is (*specify*):  
 Written agreement of the parties attached here or to the *Judgment* (form FL-180).
10.  **Attorney fees** should be ordered as set forth in the proposed *Judgment* (form FL-180)  
 facts in support in form FL-319  
 other (*specify facts below*):
11.  The judgment should be entered nunc pro tunc for the following reasons (*specify*):
12.  The petitioner  respondent requests restoration of his or her former name as set forth in the proposed *Judgment* (form FL-180).
13. There are irreconcilable differences that have led to the irremediable breakdown of the marriage or domestic partnership, and there is no possibility of saving the marriage or domestic partnership through counseling or other means.
14. This declaration may be reviewed by a commissioner sitting as a temporary judge, who may determine whether to grant this request or require my appearance under Family Code section 2336.

**STATEMENTS IN THIS BOX APPLY ONLY TO DISSOLUTIONS**

15. If this is a dissolution of marriage or of a domestic partnership created in another state, the petitioner and/or the respondent have been residents of this county for at least three months and of the state of California for at least six months continuously and immediately preceding the date of the filing of the petition for dissolution of marriage or domestic partnership.
16. I ask that the court grant the request for a judgment for dissolution of marriage or domestic partnership based on irreconcilable differences and that the court make the orders set forth in the proposed *Judgment* (form FL-180) submitted with this declaration.
17.  This declaration is for the termination of **marital or domestic partner status only**. I ask the court to reserve jurisdiction over all issues whose determination is not requested in this declaration.

**THIS STATEMENT APPLIES ONLY TO LEGAL SEPARATIONS**

18. I ask that the court grant the request for a judgment for legal separation based on irreconcilable differences and that the court make the orders set forth in the proposed *Judgment* (form FL-180) submitted with this declaration.
- I understand that a judgment of legal separation does not terminate a marriage or domestic partnership and that I am still married or a partner in a domestic partnership.**

19.  Other (*specify*):

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

	▶	
(TYPE OR PRINT NAME)		(SIGNATURE OF DECLARANT)

ATTORNEY OR PARTY WITHOUT ATTORNEY <i>(Name, State Bar number, and address):</i>  TELEPHONE NO.: _____ FAX NO. <i>(Optional):</i> _____ E-MAIL ADDRESS <i>(Optional):</i> _____ ATTORNEY FOR <i>(Name):</i> _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
<b>MARRIAGE OR PARTNERSHIP OF</b> PETITIONER: RESPONDENT:	
<div style="text-align: center;"><b>JUDGMENT</b></div> <input type="checkbox"/> <b>DISSOLUTION</b> <input type="checkbox"/> <b>LEGAL SEPARATION</b> <input type="checkbox"/> <b>NULLITY</b> <input type="checkbox"/> <b>Status only</b> <input type="checkbox"/> <b>Reserving jurisdiction over termination of marital or domestic partnership status</b> <input type="checkbox"/> <b>Judgment on reserved issues</b> <b>Date marital or domestic partnership status ends:</b>	CASE NUMBER:

1.  This judgment  contains personal conduct restraining orders  modifies existing restraining orders.  
 The restraining orders are contained on page(s) \_\_\_\_\_ of the attachment. They expire on *(date)*:
  
2. This proceeding was heard as follows:  Default or uncontested  By declaration under Family Code section 2336  
 Contested  Agreement in court
  - a. Date: \_\_\_\_\_ Dept.: \_\_\_\_\_ Room: \_\_\_\_\_
  - b. Judicial officer *(name)*: \_\_\_\_\_  Temporary judge
  - c.  Petitioner present in court  Attorney present in court *(name)*:
  - d.  Respondent present in court  Attorney present in court *(name)*:
  - e.  Claimant present in court *(name)*: \_\_\_\_\_  Attorney present in court *(name)*:
  - f.  Other *(specify name)*:
  
3. The court acquired jurisdiction of the respondent on *(date)*:
  - a.  The respondent was served with process.
  - b.  The respondent appeared.

**THE COURT ORDERS, GOOD CAUSE APPEARING**

4. a.  Judgment of dissolution is entered. Marital or domestic partnership status is terminated and the parties are restored to the status of single persons
  - (1)  on *(specify date)*:
  - (2)  on a date to be determined on noticed motion of either party or on stipulation.
- b.  Judgment of legal separation is entered.
- c.  Judgment of nullity is entered. The parties are declared to be single persons on the ground of *(specify)*:
  
- d.  This judgment will be entered nunc pro tunc as of *(date)*:
- e.  Judgment on reserved issues.
- f. The  petitioner's  respondent's former name is restored to *(specify)*:
- g.  Jurisdiction is reserved over all other issues, and all present orders remain in effect except as provided below.
- h.  This judgment contains provisions for child support or family support. Each party must complete and file with the court a *Child Support Case Registry Form* (form FL-191) within 10 days of the date of this judgment. The parents must notify the court of any change in the information submitted within 10 days of the change, by filing an updated form. The *Notice of Rights and Responsibilities—Health-Care Costs and Reimbursement Procedures and Information Sheet on Changing a Child Support Order* (form FL-192) is attached.

CASE NAME (Last name, first name of each party):  _____	CASE NUMBER:  _____
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4. i.  The children of this marriage or domestic partnership are:
- (1)  Name \_\_\_\_\_ Birthdate \_\_\_\_\_
- (2)  Parentage is established for children of this relationship born prior to the marriage or domestic partnership
- j.  Child custody and visitation (parenting time) are ordered as set forth in the attached
- (1)  Settlement agreement, stipulation for judgment, or other written agreement which contains the information required by Family Code section 3048(a).
- (2)  *Child Custody and Visitation Order Attachment* (form FL-341).
- (3)  *Stipulation and Order for Custody and/or Visitation of Children* (form FL-355).
- (4)  Previously established in another case. Case number: \_\_\_\_\_ Court: \_\_\_\_\_
- k.  Child support is ordered as set forth in the attached
- (1)  Settlement agreement, stipulation for judgment, or other written agreement which contains the declarations required by Family Code section 4065(a).
- (2)  *Child Support Information and Order Attachment* (form FL-342).
- (3)  *Stipulation to Establish or Modify Child Support and Order* (form FL-350).
- (4)  Previously established in another case. Case number: \_\_\_\_\_ Court: \_\_\_\_\_
- l.  Spousal, domestic partner, or family support is ordered:
- (1)  Reserved for future determination as relates to  petitioner  respondent
- (2)  Jurisdiction terminated to order spousal or partner support to  petitioner  respondent
- (3)  As set forth in the attached *Spousal, Partner, or Family Support Order Attachment* (form FL-343).
- (4)  As set forth in the attached settlement agreement, stipulation for judgment, or other written agreement.
- (5)  Other (specify): \_\_\_\_\_
- m.  Property division is ordered as set forth in the attached
- (1)  Settlement agreement, stipulation for judgment, or other written agreement.
- (2)  *Property Order Attachment to Judgment* (form FL-345).
- (3)  Other (specify): \_\_\_\_\_
- n.  Attorney fees and costs are ordered as set forth in the attached
- (1)  Settlement agreement, stipulation for judgment, or other written agreement.
- (2)  *Attorney Fees and Costs Order* (form FL-346).
- (3)  Other (specify): \_\_\_\_\_
- o.  Other (specify): \_\_\_\_\_

Each attachment to this judgment is incorporated into this judgment, and the parties are ordered to comply with each attachment's provisions. Jurisdiction is reserved to make other orders necessary to carry out this judgment.

Date: \_\_\_\_\_

\_\_\_\_\_  
JUDICIAL OFFICER

5. Number of pages attached: \_\_\_\_\_  SIGNATURE FOLLOWS LAST ATTACHMENT

**NOTICE**

Dissolution or legal separation may automatically cancel the rights of a spouse or domestic partner under the other spouse's or domestic partner's will, trust, retirement plan, power of attorney, pay-on-death bank account, transfer-on-death vehicle registration, survivorship rights to any property owned in joint tenancy, and any other similar property interest. It does not automatically cancel the rights of a spouse or domestic partner as beneficiary of the other spouse's or domestic partner's life insurance policy. You should review these matters, as well as any credit cards, other credit accounts, insurance policies, retirement plans, and credit reports, to determine whether they should be changed or whether you should take any other actions.

A debt or obligation may be assigned to one party as part of the dissolution of property and debts, but if that party does not pay the debt or obligation, the creditor may be able to collect from the other party.

An earnings assignment may be issued without additional proof if child, family, partner, or spousal support is ordered.

Any party required to pay support must pay interest on overdue amounts at the "legal rate," which is currently 10 percent.



ATTORNEY OR PARTY WITHOUT ATTORNEY <i>(Name, State Bar number, and address):</i>   TELEPHONE NO.: _____ FAX NO. <i>(Optional):</i> _____ E-MAIL ADDRESS <i>(Optional):</i> _____ ATTORNEY FOR <i>(Name):</i> _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b>  STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITIONER:  RESPONDENT:	
<b>JUDGMENT CHECKLIST— DISSOLUTION/LEGAL SEPARATION</b>	CASE NUMBER:

**This judgment checklist is a list of documents that a court may require to complete a default or uncontested judgment. The checklist may be filed along with your judgment, but is not required. If the forms or other documents have already been filed, you should check the boxes indicating that they have been previously filed. Unless listed otherwise on this form, when you file a document with the court, you should submit an original and 2 copies. One copy is for you and one is for the other party. There are three types of default and uncontested judgments:**

- **Default With No Agreement (no response and no written agreement)**
- **Default With Agreement (no response, but there is a written agreement)**
- **Uncontested Case (response filed, or other appearance by respondent, and a written agreement)**

1.  **DEFAULT WITH NO AGREEMENT (no response and no written agreement)**  
*(Please check the box by each document being filed)* Previously Filed
- |   |                          |
|---|--------------------------|
| a. <input type="checkbox"/> <i>Proof of Service of Summons</i> (form FL-115) or other proof of service  | <input type="checkbox"/> |
| b. <input type="checkbox"/> <i>Request to Enter Default</i> (form FL-165), with a stamped envelope addressed to respondent and the court clerk's address as the return address  | <input type="checkbox"/> |
| c. <input type="checkbox"/> <i>Petitioner's Declaration Regarding Service of Declaration of Disclosure</i> (form FL-141)  | <input type="checkbox"/> |
| d. <input type="checkbox"/> <i>Declaration for Default or Uncontested Dissolution or Legal Separation</i> (form FL-170)   |                          |
| e. <input type="checkbox"/> <i>Judgment</i> (form FL-180) (5 copies)  |                          |
| f. <input type="checkbox"/> <i>Notice of Entry of Judgment</i> (form FL-190)  |                          |
| g. <input type="checkbox"/> 2 stamped envelopes of sufficient size and with sufficient postage to return the <i>Judgment</i> and <i>Notice of Entry of Judgment</i> , one envelope addressed to petitioner and the other to respondent. |                          |
- If there are minor children of the marriage or domestic partnership:**
- |   |                          |
|---|--------------------------|
| h. <input type="checkbox"/> <i>Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)</i> (form FL-105).<br><i>(A new form must be filed if there have been any changes since the one most recently filed.)</i>                          | <input type="checkbox"/> |
| i. <input type="checkbox"/> <i>Petitioner's Income and Expense Declaration</i> (form FL-150) or <i>Financial Statement (Simplified)</i> (form FL-155). <i>(Needed unless one has been filed within the past 90 days and there have been no changes since then.)</i> | <input type="checkbox"/> |
| j. <input type="checkbox"/> Computer printout of guideline child support <i>(optional)</i>  |                          |
| k. <input type="checkbox"/> <i>Notice of Rights and Responsibilities and Information Sheet on Changing a Child Support Order</i> (form FL-192). This may be attached by the petitioner or by the court.   |                          |

PETITIONER:	CASE NUMBER:
RESPONDENT:	

Previously Filed

- l.  Child Support Order
  - Stipulation to Establish or Modify Child Support and Order (form FL-350) (attach to Judgment), or
  - Child Support Information and Order Attachment (form FL-342) (attach to Judgment), or
  - Written agreement containing declarations required by Family Code section 4065(a) (attach to Judgment)
- m.  Income Withholding for Support (form FL-195/OMB No. 0970-0154)
- n.  Child Custody and Visitation (Parenting Time) Order Attachment (form FL-341) or other proposed written order containing the information required by Family Code 3048(a) (attach to Judgment)

**If spousal/partner support is requested, the marriage/partnership is over 10 years in duration, or termination of spousal/partner support for the respondent is requested:**

- o.  Spousal or Partnership Support Declaration Attachment (form FL-157)
- p.  Income and Expense Declaration (form FL-150) (Needed unless a current financial declaration has been filed within the past 90 days and there have been no changes since then.)
- q.  Spousal, Partner, or Family Support Order Attachment (form FL-343) or other proposed written order (attach to Judgment)

**If assets or debts need to be divided or assigned:**

- r.  Property Declaration (form FL-160)
- s.  Property Order Attachment to Judgment (form FL-345) or other proposed written order (attach to Judgment)

**If attorney fees and costs are requested:**

- t.  Request for Attorney Fees and Costs (form FL-319)
- u.  Attorney Fees and Costs Order Attachment (form FL-346) or other proposed written order (attach to Judgment)

2.  **DEFAULT WITH AGREEMENT (no response and a written agreement)**

- a.  Proof of Service of Summons (form FL-115) or other proof of service
- b.  Request to Enter Default (form FL-165), with a stamped envelope addressed to respondent and the court clerk's address as the return address
- c.  Petitioner's Declaration Regarding Service of Declaration of Disclosure (form FL-141) (preliminary)
- d. Declaration Regarding Service of Final Declaration of Disclosure 
  - Petitioner's Declaration Regarding Service of Declaration of Disclosure (form FL-141) (final) or
  - Stipulation and Waiver of Final Declaration of Disclosure (form FL-144) or
  - Separately filed waiver or waiver included in a written agreement under Family Code section 2105(d)
- e.  Declaration for Default or Uncontested Dissolution or Legal Separation (form FL-170)
- f.  Written agreement of the parties. Respondent's signature on the agreement must be notarized. (attach to Judgment.)
- g.  Judgment (form FL-180) (5 copies)
- h.  Notice of Entry of Judgment (form FL-190)
- i.  2 stamped envelopes of sufficient size and with sufficient postage to return the Judgment and Notice of Entry of Judgment, one envelope addressed to petitioner and the other to respondent

**If there are minor children of the marriage or domestic partnership:**

- j.  Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA) (form FL-105).   
(A new form must be filed if there have been any changes since the one most recently filed.)
- k.  Income and Expense Declaration (form FL-150) or Financial Statement (Simplified) (form FL-155).  
(Needed unless one has been filed within the past 90 days and there have been no changes since then.)

PETITIONER:  RESPONDENT:	CASE NUMBER:
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Previously Filed

- l.  Computer printout of guideline child support (*optional*).
- m.  *Notice of Rights and Responsibilities and Information Sheet on Changing a Child Support Order* (form FL-192). This may be attached by the petitioner or by the court.
- n. Child Support Order
  - Stipulation to Establish or Modify Child Support and Order* (form FL-350) (*attach to Judgment*), or
  - Child Support Information and Order Attachment* (form FL-342) (*attach to Judgment*), or
  - Written agreement containing declarations required by Family Code section 4065(a) (*attach to Judgment*)
- o.  *Income Withholding for Support* (form FL-195/OMB No. 0970-0154)
- p.  *Child Custody and Visitation Order Attachment* (form FL-341) or written agreement containing the information required by Family Code section 3048(a) (*attach to Judgment*)

3.  **UNCONTESTED CASE (Response filed, or other appearance by respondent, and a written agreement)**

- a.  *Proof of Service of Summons* (form FL-115) or other proof of service if you want to use the date of service as the beginning of the six-month waiting period.
- b.  *Appearance, Stipulations, and Waivers* (form FL-130)
- c.  Respondent's filing fee, if first appearance, unless respondent has a fee waiver or is currently on active duty in the military
- d.  *Declaration Regarding Service of Declaration of Disclosure* (**both** petitioner's and respondent's preliminary) (form FL-141)
- e. Declaration Regarding Service of Final Declaration of Disclosure 
  - Declaration Regarding Service of Declaration of Disclosure* (**both** petitioner's and respondent's final) (form FL-141), or
  - Stipulation and Waiver of Final Declaration of Disclosure* (form FL-144), or
  - Separately filed waiver or waiver included in a written agreement under Family Code section 2105(d)
- f.  *Declaration for Default or Uncontested Dissolution or Legal Separation* (form FL-170)
- g.  Written agreement of the parties (*attach to Judgment*)
- h.  *Judgment* (form FL-180) (*5 copies*)
- i.  *Notice of Entry of Judgment* (form FL-190)
- j.  2 stamped envelopes of sufficient size and with sufficient postage to return the *Judgment* and *Notice of Entry of Judgment*, one envelope addressed to petitioner and the other to respondent

**If there are minor children of the marriage or domestic partnership:**

- k.  *Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act (UCCJEA)* (form FL-105).   
*(A new form must be filed if there have been any changes since the one most recently filed.)*
- l.  Computer printout of guideline child support (*optional*)
- m.  *Notice of Rights and Responsibilities and Information Sheet on Changing a Child Support Order* (form FL-192 ). This may be attached by either party or by the court.
- n. Child Support Order
  - Stipulation to Establish or Modify Child Support and Order* (form FL-350) (*attach to Judgment*) or
  - Child Support Information and Order Attachment* (form FL-342) (*attach to Judgment*), or
  - Written agreement which includes declarations required by Family Code section 4065(a) (*attach to Judgment*)
- o.  *Income Withholding for Support* (form FL-195/OMB No. 0970-0154)
- p.  *Child Custody and Visitation Order Attachment* (form FL-341) or written agreement containing the information required by Family Code section 3048(a) (*attach to Judgment*)

(Fill in Your Name, Address and Telephone number:)

**APPLICATION**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*In Pro Per or*

**SUPERIOR COURT OF THE STATE OF CALIFORNIA  
COUNTY OF SAN FRANCISCO**

IN THE MARRIAGE OF: )  
 )  
 )  
 )  
\_\_\_\_\_)  
(Petitioner) )  
 )  
 v. )  
 )  
\_\_\_\_\_)  
(Respondent) )  
 )  
\_\_\_\_\_ )

Case No. \_\_\_\_\_

**APPLICATION FOR ORDER**  
FOR SERVICE OF PROCESS BY  
POSTING AND MAILING TO LAST  
KNOWN ADDRESS; AND

**DECLARATION IN SUPPORT**

**APPLICATION**

1. I am the Petitioner. I filed for divorce against Respondent on \_\_\_\_\_.  
*(date the Petition was filed:)*
2. Respondent is a necessary party to the action, and the court has issued a Summons.
3. I do not know the whereabouts of the Respondent. For this reason, I cannot serve my divorce papers as required by the law (Code of Civil Procedure Sec. 415.10 et seq., and the Unified Family Court Local Rules).
4. I have done a reasonable diligence search as shown by the Declaration below.
5. I am requesting an Order allowing service by **posting** the **Petition** and **Summons** on the public bulletin board located in Room 103 of the San Francisco County Civic Center Courthouse

at 400 McAllister Street, San Francisco, CA 94102, **and also** by **mailing** a copy of the **Petition** and **Summons** to Respondent's last known address.

6. I can't afford the cost of publishing the Summons in a newspaper.

7. When I filed for divorce, I **did** ask for a Fee Waiver.

8. My Fee Waiver **is pending**.

9. My income is \$\_\_\_\_\_ per month to support \_\_\_\_\_ person(s)  
(*number of people you support*).

WHEREFORE, I ask that the Court give me an Order allowing service of my Petition and Summons on Respondent by **posting** in the public bulletin board located in Room 103 of the SAN FRANCISCO COUNTY CIVIC CENTER COURTHOUSE at 400 McAllister Street, San Francisco, CA 94102 **and also** by **mailing** these documents to Respondent's last known address (pursuant to Code of Civil Procedure Section 415.50 and the Government Code Section 6064).

*Date:* \_\_\_\_\_

*Name:* \_\_\_\_\_

*Signature:* \_\_\_\_\_

In Pro Per

**DECLARATION**

**DECLARATION IN SUPPORT OF APPLICATION  
FOR POSTING and MAILING TO LAST KNOWN ADDRESS**

I, *(your name here)* \_\_\_\_\_ declare:

1. Respondent's name is *(Respondent's name here)*: \_\_\_\_\_

2. His/her last known address is *(last known address must be included here even if you know they don't live there:)*

\_\_\_\_\_.

3. I last saw Respondent on or about the following date: \_\_\_\_\_.

4. I lost track of Respondent in the following way *(Explain your situation. This is where you get to tell the Judge how you lost track of the Respondent.):*

5. I have done a recent search with all relatives, friends, recent employers, and other persons likely to know where the Respondent is.

This is the information I found out: *(List here the **dates**, the **addresses** and the **names** of the people you spoke with. Tell the Court what happened. Give a lot of detail so you will have a better chance that your Application will be granted.)*

(answer to question 5 continued):

6. I also did a recent search of public records, telephone directories, tax records and Department of Child Support Services and Department of Election Records (at City Hall). This is the information I found out: (Again, give a lot of detail, including the *dates* and the *places* you looked).

The result was:

7. On (date): \_\_\_\_\_, I checked the telephone directory or called directory assistance for the city (or cities) of:

The result was:

8. On (date): \_\_\_\_\_, checked the tax records and Department of Election records at City Hall.

The result was:

9. I also called the Department of Child Support, located at 617 Mission Street. They told me the following:

10. I also looked in these other places or spoke to these other people:

I declare under penalty of perjury under the laws of the State of California that the above is true and correct.

*Date:* \_\_\_\_\_

*Name:* \_\_\_\_\_

*Signature:* \_\_\_\_\_  
*In Pro Per*



(Attach this to the Proof of Service by Mail and file them together)

**DECLARATION  
AFTER POSTING**

Case No. \_\_\_\_\_

**ATTACHMENT TO PROOF OF  
SERVICE OF SUMMONS;  
DECLARATION REGARDING  
POSTING OF PETITION FOR  
DISSOLUTION AND SUMMONS**

\_\_\_\_\_  
(Petitioner)

v.

\_\_\_\_\_  
(Respondent)

1. I am the Petitioner in this case.
  
2. I declare that a copy of the Petition for dissolution and Summons was posted on the Public Bulletin Board located in the San Francisco Civic Center Courthouse, Clerk's Office in Room 103 at 400 McAllister Street on (date):\_\_\_\_\_.
  
3. The Petition for Dissolution and Summons were posted for 28 consecutive days until (date):\_\_\_\_\_.
  
4. The Petition for Dissolution and Summons were mailed to Respondent at his/her last known address on (date): \_\_\_\_\_.
  
5. Based on this, I believe the Court acquired jurisdiction over Respondent on (date):  
\_\_\_\_\_.

I declare under penalty of perjury under the laws of the State of California that the above is true and correct.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

*In Pro Per*

(Fill in Your Name, Address and Telephone number:)

**APPLICATION**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*In Pro Per or*

**SUPERIOR COURT OF THE STATE OF CALIFORNIA  
COUNTY OF SAN FRANCISCO**

IN THE MARRIAGE OF: )  
 )  
 )  
 )  
\_\_\_\_\_)  
(Petitioner) )  
 )  
 v. )  
 )  
\_\_\_\_\_)  
(Respondent) )  
 )  
\_\_\_\_\_ )

Case No. \_\_\_\_\_

**APPLICATION FOR ORDER**  
FOR SERVICE OF PROCESS BY  
POSTING AND MAILING TO LAST  
KNOWN ADDRESS; AND

**DECLARATION IN SUPPORT**

**APPLICATION**

1. I am the Petitioner. I filed for divorce against Respondent on \_\_\_\_\_.  
*(date the Petition was filed:)*
2. Respondent is a necessary party to the action, and the court has issued a Summons.
3. I do not know the whereabouts of the Respondent. For this reason, I cannot serve my divorce papers as required by the law (Code of Civil Procedure Sec. 415.10 et seq., and the Unified Family Court Local Rules).
4. I have done a reasonable diligence search as shown by the Declaration below.
5. I am requesting an Order allowing service by **posting** the **Petition** and **Summons** on the public bulletin board located in Room 103 of the San Francisco County Civic Center Courthouse

at 400 McAllister Street, San Francisco, CA 94102, **and also** by **mailing** a copy of the **Petition** and **Summons** to Respondent's last known address.

6. I can't afford the cost of publishing the Summons in a newspaper.

7. When I filed for divorce, I **did** ask for a Fee Waiver.

8. My Fee Waiver **is pending**.

9. My income is \$\_\_\_\_\_ per month to support \_\_\_\_\_ person(s)  
(*number of people you support*).

WHEREFORE, I ask that the Court give me an Order allowing service of my Petition and Summons on Respondent by **posting** in the public bulletin board located in Room 103 of the SAN FRANCISCO COUNTY CIVIC CENTER COURTHOUSE at 400 McAllister Street, San Francisco, CA 94102 **and also** by **mailing** these documents to Respondent's last known address (pursuant to Code of Civil Procedure Section 415.50 and the Government Code Section 6064).

*Date:* \_\_\_\_\_

*Name:* \_\_\_\_\_

*Signature:* \_\_\_\_\_

In Pro Per

**DECLARATION**

**DECLARATION IN SUPPORT OF APPLICATION  
FOR POSTING and MAILING TO LAST KNOWN ADDRESS**

I, *(your name here)* \_\_\_\_\_ declare:

1. Respondent's name is *(Respondent's name here)*: \_\_\_\_\_

2. His/her last known address is *(last known address must be included here even if you know they don't live there:)*

\_\_\_\_\_.

3. I last saw Respondent on or about the following date: \_\_\_\_\_.

4. I lost track of Respondent in the following way *(Explain your situation. This is where you get to tell the Judge how you lost track of the Respondent.):*

5. I have done a recent search with all relatives, friends, recent employers, and other persons likely to know where the Respondent is.

This is the information I found out: *(List here the **dates**, the **addresses** and the **names** of the people you spoke with. Tell the Court what happened. Give a lot of detail so you will have a better chance that your Application will be granted.)*

(answer to question 5 continued):

6. I also did a recent search of public records, telephone directories, tax records and Department of Child Support Services and Department of Election Records (at City Hall). This is the information I found out: (Again, give a lot of detail, including the **dates** and the **places** you looked).

The result was:

7. On (date): \_\_\_\_\_, I checked the telephone directory or called directory assistance for the city (or cities) of:

The result was:

8. On (date): \_\_\_\_\_, checked the tax records and Department of Election records at City Hall.

The result was:

9. I also called the Department of Child Support, located at 617 Mission Street. They told me the following:

10. I also looked in these other places or spoke to these other people:

I declare under penalty of perjury under the laws of the State of California that the above is true and correct.

*Date:* \_\_\_\_\_

*Name:* \_\_\_\_\_

*Signature:* \_\_\_\_\_  
*In Pro Per*

(Attach this to the Proof of Service by Mail and file them together)

**DECLARATION  
AFTER POSTING**

Case No. \_\_\_\_\_

**ATTACHMENT TO PROOF OF  
SERVICE OF SUMMONS;  
DECLARATION REGARDING  
POSTING OF PETITION FOR  
DISSOLUTION AND SUMMONS**

\_\_\_\_\_  
(Petitioner)

v.

\_\_\_\_\_  
(Respondent)

1. I am the Petitioner in this case.
2. I declare that a copy of the Petition for dissolution and Summons was posted on the Public Bulletin Board located in the San Francisco Civic Center Courthouse, Clerk's Office in Room 103 at 400 McAllister Street on (date):\_\_\_\_\_.
3. The Petition for Dissolution and Summons were posted for 28 consecutive days until (date):\_\_\_\_\_.
4. The Petition for Dissolution and Summons were mailed to Respondent at his/her last known address on (date): \_\_\_\_\_.
5. Based on this, I believe the Court acquired jurisdiction over Respondent on (date): \_\_\_\_\_.

I declare under penalty of perjury under the laws of the State of California that the above is true and correct.

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

*In Pro Per*

**SUPERIOR COURT OF  
CALIFORNIA  
COUNTY OF SAN FRANCISCO**

**UNIFORM LOCAL RULES  
OF COURT**

Website:

[www.sfsuperiorcourt.org/](http://www.sfsuperiorcourt.org/)

For civil and probate fee schedules:

<http://www.sfsuperiorcourt.org/forms-filing/civil-fee-schedules-for-prior-years>

**Effective: July 1, 1998**  
**Revised: January 1, 2014**



- H. Settlements.** The Court will be available to accept any settlement agreements reached by 11:45 a.m. during the Mandatory Settlement Conference. The parties must make arrangements with the court clerk for settlements reached after 11:45 a.m. All parties, and their attorneys, must sign any stipulated judgments resulting from the Mandatory Settlement Conference. Stipulated judgments resulting from a Mandatory Settlement Conference and put on the record at the time of the Mandatory Settlement Conference must be submitted to the Department in which the Mandatory Settlement Conference was calendared.
- I. Trial Setting.** If all issues are not resolved at the Mandatory Settlement Conference and a trial date needs to be set, the Court will set the remaining issues for trial at the conclusion of the Mandatory Settlement Conference or order the parties to return to Court for this purpose on another date. The parties must be prepared to advise the Court of the outstanding issues, the time estimate for a trial on those issues, and whether the issues could be bifurcated or resolved in a manner other than trial. The Court may, in its discretion, set the matter on the trial setting calendar in Department 405 if the hearing is estimated to be longer than three hours in duration.
- J. Issues Not Raised at Mandatory Settlement Conference.** The parties will be precluded from raising any issue at trial that was not asserted at the Mandatory Settlement Conference.

**11.14 Trial Rules.** This LRSF 11.14 does not apply in Department 416.

- A. Trial Setting Orders.** This LRSF 11.14(A) only applies if at the Status Conference the parties stipulate to present direct testimony by declaration. The direct testimony of any witness must be presented by declaration executed under penalty of perjury. Original witness declarations must be filed in the Office of the Court Clerk and served upon the opposing attorney or self-represented party ten calendar days prior to trial. The party offering the witness' declaration must make the witness available for cross-examination at the time of the hearing, if requested by the opposing party seven calendar days prior to trial. Failure to produce the witness upon timely notice will result in the exclusion of the witness' declaration. All evidentiary objections applicable to witness testimony are applicable to witness declarations.
- B. Expert Witness Disclosure.** In addition to the rules set forth in CCP §2034, if a party retains an expert after the Mandatory Settlement Conference, that party must provide the name, business address, and summary of qualifications of that expert to the other party no later than thirty Court days before trial. The written report of a testifying expert must be delivered to the other party no later than twenty Court days before trial. A party seeking to rely upon expert testimony at trial must make that expert available for deposition by the other party at a mutually acceptable time at least ten Court days prior to trial. Failure to comply with these provisions may result in an order precluding the expert witness' testimony at trial.
- C. Continuances.** There will be no continuances, including stipulated continuances, for trials in Departments 403, 404 and 405 except for good cause shown.

**11.15 Default and Uncontested Calendar.**

**A. Procedures Applicable to Default and Uncontested Judgments.**

Except where a judgment was entered in open court or submitted by the Department

of Child Support Services, all requests for JUDGMENT OF DISSOLUTION, JUDGMENT OF LEGAL SEPARATION, JUDGMENT OF NULLITY, JUDGMENT RE: ESTABLISHMENT OF PARENTAL RELATIONSHIP (UNIFORM PARENTAGE) AND JUDGMENTS ON A PETITION FOR CUSTODY AND SUPPORT OF MINOR CHILDREN must be submitted by declaration pursuant to Family Code §2336. The Court may act upon all requests without a Court hearing.

1. **Possible Actions.** The Court will do one of the following:
  - a. Sign the proposed judgment;
  - b. Request further documentation or proof and suspend the file pending the party's submission of the requested documentation or proof;
    - (1) If the moving party does not respond to the Court's request within thirty calendar days, the matter will be taken off calendar and a new DECLARATION FOR DEFAULT or DECLARATION FOR UNCONTESTED JUDGMENT must be filed in order to obtain Court action on the request.
  - c. Require a hearing and notify the moving party by letter of the process for obtaining a hearing date;
    - (1) If the moving party does not seek to set a hearing date within thirty calendar days or fails to appear at the hearing, the matter will be taken off calendar and a new DECLARATION FOR DEFAULT or DECLARATION FOR UNCONTESTED JUDGMENT must be filed in order to obtain Court action on the request.
2. **Optional Forms.** In addition to the required Judicial Council forms, the JUDGMENT CHECKLIST may be completed and submitted with requests for JUDGMENT OF DISSOLUTION AND JUDGMENT OF LEGAL SEPARATION.
3. **Termination of Marital Status.** The earliest date on which marital status can be terminated is six months and one day from the date the Court acquired jurisdiction over the respondent. When the Court signs the judgment after this date has passed, marital status is terminated as of the date the judgment is signed.

**B. Default Judgments.**

1. **Entry of Default.** For entry of respondent's default, petitioner must file a REQUEST TO ENTER DEFAULT and A PROOF OF SERVICE OF SUMMONS (if not previously filed). The REQUEST TO ENTER DEFAULT and PROOF OF SERVICE OF SUMMONS must be submitted separately from other documents if the petitioner seeks to have default entered within two Court days of submitting the request. Submitting the REQUEST TO ENTER DEFAULT with other papers may cause delay in entry of default. The Court will only enter default if:
  - a. the Court file contains a proper PROOF OF SERVICE OF SUMMONS;
  - b. thirty calendar days have passed since respondent was served; and,
  - c. no response has been filed. The Court may require a hearing to determine if service was proper.
2. **Proof of Service of Summons.** A PROOF OF SERVICE OF SUMMONS is required for all forms of service, including when service is by NOTICE AND ACKNOWLEDGMENT OF RECEIPT.
3. **Service by Publication or Posting.** An APPLICATION FOR ORDER FOR PUBLICATION OR POSTING OF SUMMONS must be filed at the Office of the Court Clerk. The application must include a proposed ORDER FOR PUBLICATION OR

## POSTING OF SUMMONS.

The Court will not grant the APPLICATION FOR ORDER FOR PUBLICATION OR POSTING OF SUMMONS unless it appears from the supporting DECLARATION that petitioner has exercised reasonable diligence in attempting to locate respondent.

**a. Service by Publication.** If the Court signs an ORDER FOR PUBLICATION OF SUMMONS, petitioner must have the SUMMONS published in a named newspaper of general circulation that is most likely to give actual notice to the respondent. The SUMMONS must be published once each week for four consecutive weeks. Petitioner must then file a PROOF OF PUBLICATION, a completed PROOF OF SERVICE OF SUMMONS, and a REQUEST TO ENTER DEFAULT.

**b. Service by Posting.** A request for service by posting must include a copy of the ORDER GRANTING FEE WAIVER or a declaration explaining why petitioner cannot afford to publish.

The Court may require a hearing to determine petitioner's ability to pay. If the Court signs an ORDER FOR POSTING OF SUMMONS, petitioner must post the SUMMONS in the Office of the Court Clerk in Room 103 at the Civic Center Courthouse. The Summons must be posted for four consecutive weeks and mailed to respondent's last known address. Petitioner must then file a VERIFICATION OF SERVICE BY POSTING, a completed PROOF OF SERVICE OF SUMMONS, and a REQUEST TO ENTER DEFAULT.

**C. Judgments Pursuant to Default.**

1. **Default Judgments with SETTLEMENT AGREEMENT.** When a written SETTLEMENT AGREEMENT is incorporated into a default judgment, the following is required:
  - a. **Property Disclosures.** In cases involving a JUDGMENT OF DISSOLUTION, JUDGMENT OF LEGAL SEPARATION or JUDGMENT OF NULLITY, both parties must comply with the disclosure laws set forth in Family Code §2100 et seq. A waiver pursuant to Family Code §2105(d) must be contained in a separately filed document signed under penalty of perjury or may be set forth in a separate paragraph which must be signed under penalty of perjury within the SETTLEMENT AGREEMENT.
  - b. **Notarization of Respondent's Signature.** Respondent's signature on the SETTLEMENT AGREEMENT must be notarized, even if an attorney represents respondent.
  - c. **Judgments of Nullity.** The Court may approve a written agreement for a JUDGMENT OF NULLITY without a Court hearing if the SETTLEMENT AGREEMENT contains facts supporting the basis of the JUDGMENT OF NULLITY.
  - d. **Child Support.** If the parties' written SETTLEMENT AGREEMENT contains provisions regarding child support, a NOTICE OF RIGHTS AND RESPONSIBILITIES and INFORMATION SHEET ON CHANGING A CHILD SUPPORT ORDER must be attached to the proposed judgment. All stipulations for child support, including stipulations to reserve jurisdiction over child support, must contain the acknowledgment required pursuant to Family Code §4065(a).
2. **Default Judgments without SETTLEMENT AGREEMENT.** If no written

SETTLEMENT AGREEMENT is incorporated into a default judgment, the following requirements must be satisfied.

- a. **Scope of Relief.** A petitioner may not request orders in the judgment beyond the relief requested in the PETITION.
- b. **Custody and Visitation of Minor Children.** If the parties have minor children in common, petitioner must submit a new DECLARATION UNDER UNIFORM CHILD CUSTODY JURISDICTION AND ENFORCEMENT ACT (UCCJEA) if there have been any changes since the one most recently filed.
- c. **Child Support for Minor Children.** If the judgment contains provisions for child support, including a request to reserve the issue of child support, petitioner must submit:
  - (1) a current INCOME AND EXPENSE DECLARATION OR FINANCIAL STATEMENT (SIMPLIFIED) including petitioner's best estimate of respondent's income; and
  - (2) a NOTICE OF RIGHTS AND RESPONSIBILITIES and INFORMATION SHEET ON CHANGING A CHILD SUPPORT ORDER attached to the proposed judgment.
- d. **Spousal Support.** If seeking a default JUDGMENT OF DISSOLUTION or JUDGMENT OF LEGAL SEPARATION, petitioner must address the issue of spousal support for both parties in the proposed judgment. Petitioner may request that the Court award spousal support to either party, terminate the Court's jurisdiction to award spousal support to either or both parties, or reserve the Court's jurisdiction to award spousal support to either or both parties. A marriage of ten years or longer is presumptively a long-term marriage. In such cases petitioner must file an updated INCOME AND EXPENSE DECLARATION including petitioner's best estimate of respondent's income. In such cases petitioner may not waive the right to receive spousal support or terminate respondent's right to receive spousal support without a showing that both parties are self-supporting. In a marriage of any duration, if petitioner seeks an award of spousal support, in addition to the proposed judgment, petitioner must file an updated INCOME AND EXPENSE DECLARATION AND SPOUSAL OR PARTNERSHIP SUPPORT DECLARATION ATTACHMENT. All orders for spousal support must state the amount of support, the dates payable, and a provision that spousal support will terminate upon the death of either party or the remarriage of the supported spouse.
- e. **Division of Assets and Debts.** When a JUDGMENT OF DISSOLUTION, JUDGMENT OF LEGAL SEPARATION, OR JUDGMENT OF NULLITY is requested, all assets and debts to be divided in the judgment must be listed in the PETITION or in a PROPERTY DECLARATION that is served on respondent. If there are assets or debts to be divided by the Court, petitioner must submit a completed PROPERTY DECLARATION setting forth the proposed division.
- f. **Attorney's Fees.** If petitioner requests an order for attorney's fees, petitioner must submit a REQUEST FOR ATTORNEY FEES AND COSTS.
- g. **Judgments of Nullity.** When seeking a default JUDGMENT OF NULLITY, petitioner must file a DECLARATION OF FACTS IN SUPPORT OF REQUEST FOR JUDGMENT OF NULLITY. The declaration must set forth facts sufficient to support a judgment of nullity pursuant to Family Code §§2200 and 2210 et

seq. The Court may request additional information from petitioner or require that petitioner set the matter for hearing. Alternatively, the Court may issue a tentative decision denying the request for JUDGMENT OF NULLITY. When the Court issues a tentative decision, petitioner may set the matter for hearing and provide additional evidence, or petitioner may amend the petition to request dissolution of marriage. The tentative decision will become the final judgment if petitioner fails to set the matter for hearing within thirty calendar days of the notice, fails to attend the hearing, or fails to provide sufficient evidence. In cases where petitioner amends the petition to request dissolution of marriage, all of the procedures applicable to obtaining a JUDGMENT OF DISSOLUTION apply.

**D. Uncontested Judgments.** These procedures apply in cases where a RESPONSE has been filed or respondent has entered a general appearance.

1. **Appearance, Stipulation and Waivers.** The parties must submit a completed APPEARANCE, STIPULATION, AND WAIVERS form in order to obtain a stipulated judgment or judgment that incorporates a SETTLEMENT AGREEMENT.
2. **Property Disclosures.** When a JUDGMENT OF DISSOLUTION, JUDGMENT OF LEGAL SEPARATION, or JUDGMENT OF NULLITY is requested and a written SETTLEMENT AGREEMENT is submitted for incorporation into a judgment, both parties must comply with the disclosure laws set forth in Family Code §2100 et seq. A waiver pursuant to Family Code §2105(d) must be contained in a separately filed document signed under penalty of perjury or may be set forth in a separate paragraph which must be signed under penalty of perjury within the SETTLEMENT AGREEMENT.
3. **Judgments of Nullity.** The Court may sign a stipulated JUDGMENT OF NULLITY without a hearing, if the stipulation or an accompanying factual declaration contains facts supporting the grounds for a JUDGMENT OF NULLITY.
4. **Child Support.** If the parties' SETTLEMENT AGREEMENT contains provisions regarding child support, a NOTICE OF RIGHTS AND RESPONSIBILITIES and INFORMATION SHEET ON CHANGING A CHILD SUPPORT ORDER must be attached to the proposed judgment. Any stipulations for child support must contain the acknowledgment required pursuant to Family Code §4065(a).
5. **Judgments re: Establishment of Parental Relationship (Uniform Parentage).** When a written agreement for JUDGMENT RE: ESTABLISHMENT OF PARENTAL RELATIONSHIP (UNIFORM PARENTAGE) is submitted, the parties must also submit a STIPULATION FOR ENTRY OF JUDGMENT RE: ESTABLISHMENT OF PARENTAL RELATIONSHIP (UNIFORM PARENTAGE) (FL-240).

**E. Status Only or Bifurcated Judgment.** The Court may enter a judgment that only dissolves marital status.

1. **Default Cases.** A 'status only' or 'bifurcated judgment' may be granted after the Court has entered respondent's default. Before a 'status only' judgment will be granted, the petitioner must either submit a declaration stating that there are no retirement plans or join all retirement plans and include an order in the proposed Judgment that complies with Family Code §2337(d)(2). (See BIFURCATION OF

STATUS OF MARRIAGE OR DOMESTIC PARTNERSHIP ATTACHMENT). The moving party must also file a DECLARATION REGARDING SERVICE OF THE PRELIMINARY DECLARATION OF DISCLOSURE. All other required forms as indicated on the FAMILY LAW JUDGMENT CHECKLIST must also be submitted.

2. **Uncontested Cases.** A ‘status only’ or ‘bifurcated judgment’ may be granted pursuant to stipulation upon submission of a STIPULATION AND ORDER REQUESTING A BIFURCATION OF MARITAL STATUS. Before a bifurcation of marital status is granted, the stipulation must state that there are no retirement plans or the retirement plans must be joined and the STIPULATION AND ORDER REQUESTING A BIFURCATION OF MARITAL STATUS must include an order that complies with Family Code §2337(d)(2). (See BIFURCATION OF STATUS OF MARRIAGE OR DOMESTIC PARTNERSHIP ATTACHMENT) The moving party must also file a DECLARATION REGARDING SERVICE OF THE PRELIMINARY DECLARATION OF DISCLOSURE, unless service is deferred by the parties in writing pursuant to Family Code §2337(b). All other required forms as indicated on the JUDGMENT CHECKLIST must be submitted.

**11.16 FCS.** FCS is a division of the Unified Family Court (“UFC”). It provides services to both the Family Law and Juvenile Dependency divisions of the UFC. FCS provides confidential mediation services for families involved with the juvenile dependency division. See LRSF 12.47. FCS provides both confidential mediation and non-confidential services to families who bring contested child custody or visitation issues before the Family Law division.

- A. **Confidential Mediation Services.** Mediation sessions are confidential unless specifically indicated otherwise. See LRSF 11.7(C)(2) for limitations of confidentiality and other general information on confidential mediation services.
- B. **Non-Confidential Mediation Services.** FCS may provide non-confidential services upon Court order. These services may include, but are not limited to: fact-finding; interviews of collateral sources; document requests and reviews; service coordination; and, service referral. All non-confidential services offered through FCS staff will be provided by a mediator other than the mediator who provided confidential mediation unless the parties specifically waive confidentiality.
  1. **Reports to the Court.** Unless otherwise ordered by the Court, all information provided by the non-confidential mediator to the Court must be in writing with copies provided to the parties and/or their attorneys of record prior to the hearing. All information provided by the non-confidential mediator will be considered by the Court pursuant to Family Code §3111(a.)
  2. **Testimony of Non-Confidential Mediator.** The non-confidential mediator will be subject to cross examination only at trial. Written notice of intent to cross-examine a mediator must be given to the mediator ten calendar days prior to trial.
  3. **No Peremptory Challenge of Non-Confidential Mediator.** No peremptory challenge of a non-confidential mediator will be allowed.
- C. **Voluntary Mediation.** Parties may return to mediation without first filing a motion or an Order to Show Cause if: 1) the parties have an open Family Law case in San Francisco County; and 2) both parties are willing to participate.
  1. Each party must call their previously assigned mediator, the supervising mediator, if the prior mediator is unavailable, to schedule a date and time for the