

SUPERIOR COURT OF CALIFORNIA, COUNTY OF SONOMA

Civil and Family Law Courthouse
3055 Cleveland Avenue
Santa Rosa, CA 95403

Family Law Clerk 707 521 6630
Family Law Facilitator 707 521 6545

<http://sonoma.courts.ca.gov> <http://www.courts.ca.gov>

CHECKLIST 5
BIFURCATED JUDGMENT BY REQUEST FOR ORDER
DISSOLUTION, LEGAL SEPARATION, DOMESTIC PARTNERSHIP

Clerks Notes:
Received:
Status End:
Dates:
Fees Due Pet:
Fees Due Resp:

Case Name: _____
Case Number: _____
Document Examiner: _____
Date: _____
Returned To: _____
Court Box: _____ or U.S. Mail:

- This checklist is not a complete list of all legal requirements. The clerk or the judicial officer may require additional information or documentation based on the case, issues, and orders requested.
- **An Original and two (2) copies of all documents must be submitted. Any items listed in Clerk’s notes to submitting party on the last page needs to be completed or corrected before resubmission.**

FL-100 Petition

- 1 Legal Relationship: a, b or c completed.
- 2 Residency: a, b. or c completed as appropriate, unless Legal Separation. Family Code 2320
- 3 Statistical Facts: a or b. Family Code 2330
- 4 Children: a or b.
- 5 Grounds: a, b or c as appropriate.
- 6 Custody and Visitation/Parenting: Children born prior to marriage, 6.d. must be checked.
- 7 Child Support: Guideline child support is mandatory unless parties stipulate to a different amount. Child support may not be waived, parties may stipulate to zero. “Other” may be used to attach proposed guideline child support calculation and supporting financial documents.
- 8 Spousal Support: a, b, c or d must be checked.
- 9 Separate Property: a or b must be checked.
- 10 Community/Quasi-Community: a or b must be checked.
- 11 Other: May be used for alternative pleading, providing notice requesting leave to amend from Legal Separation to Dissolution upon attaining residency requirements, etc. FC 2321
- If name restoration requested, state name. Dissolution and nullity only. Family Code 2080).

FL-105 Declaration Under Uniform Child Custody Jurisdiction Act (Required with children. Update if children’s residence changed since previous filing). CRC 5.52 FC 3429

FL-110 Summons

FL-115 Proof of Service - Completed properly. By Publication/Posting
Service Date: _____ By Substituted Service/Certified Mail

IF MOVING PARTY IS RESPONDENT FL-120 and/or FL-130 REQUIRED:

FL-120 Response and Proof of Service: Respondent may file FL-130 Appearance, Stipulations, and Waivers instead.

- First paper fee or Order to Waive Court Fees required (See FW-001/FW-003).
- Date of filing of Response is date of jurisdiction: Date _____
- Respondent requests payment of spousal support
- Respondent requests former name be restored: Name in item 11b _____.
Restoration of name applies to dissolution and nullity only. FC 2080

OR

FL-130 Appearance, Stipulations and Waivers: This form is required but may also be used instead of Response FL-120.

- First paper fee or Order to Waiver Court Fees required (See FW-001/FW-003)
- Date of filing of Appearance, Stipulation and Waiver is date of jurisdiction: Date _____
- Attorney(s) of record, if any, must sign.

FL-141 Declaration Regarding Service of Preliminary and Final Declaration of Disclosure: Final Declarations of Disclosure are not required at this time.

- Moving Party must submit Prelim Final (optional)
- Item 1 completed. Petitioner Respondent
- Item 2 Preliminary completed. date of service party who served party that was served, type of service.
- Item 3 Final completed if being served date of service, party who served, party that was served, type of service. Final declaration of disclosure is not required at this time.
- Item 4 optional to complete.

FL-300 Request for Order

- Hearing fee paid Reporter fee paid
- FL-315 Request for Separate Trial (mandatory CRC 5.390)

THE FOLLOWING DOCUMENTS TO BE SUBMITTED TO FAMILY LAW CLERK AFTER ORDER GRANTED

FL-170 Declaration for Default or Uncontested as to Judgment Status Only.

Near title of document write in: "Status Only"

- Item 12 completed if restoration of name not requested in petition.
- Item 17 must be checked

No other items need be checked for a "status only" Judgment

FL-180 Judgment

- Check box Dissolution/Status Only in document title
- Date marital status ends completed (UPON ENTRY)
- If requesting Judgment Nunc Pro Tunc must submit Declaration in Support
- Item 2, 3, 4a, 4g completed, 4m(3) – Other – reference FL-347 attached – see below
- Confirm of restoration of name was requested by moving party.

FL-347 Bifurcation of Status of Marriage or Domestic Partnership (mandatory CRC 5.392)

- Must be attached to Judgment, completed as applicable (pages 1-3)
- Petitioner or Respondent (moving party) box checked; specify date status ends as indicated
- FL-348 must be attached if 3a(3) "type of plan" was checked under 3b. (mandatory CRC 5.392)

FL-190 Notice of Entry of Judgment

- Item 2 Status Only must be checked
- If dissolution submitted prior to expiration of 6 month waiting period, insert date marital status ends in box in lower part of the form. If submitted after 6 month waiting period expired, leave blank. FC 2339, FC 2340
- Name and address of both parties listed.
- Provide 2 envelopes, one addressed to each party/attorney, with sufficient postage affixed for return of
 - Provide two envelopes, 1 addressed to each party/attorney of record, with postage for mailing of FL-190 to each party or their attorney of record. Use Court's address for return address. CRC 5.415(c), FC 2338.5.
- Provide one large self-addressed envelope with enough postage for return mailing of all other file-endorsed copies. May be combined with FL-190 envelope if addressed to party/attorney of record. Must be a separate envelope if addressed to someone other than party/attorney of record (e.g. paralegal, legal document assistant, etc.).

NOTE: ORDER TO PAY PREVIOUSLY WAIVED COURT FEES AND COSTS:

Upon the submission of a Judgment, after considering information in the court file and other evidence, the Court may order a party to pay all or part of the previously waived fees and costs of either party. Gov. Code Section 68637

Case Name and Number: _____ Document Examiner: _____

CLERKS' NOTES TO SUBMITTING PARTY OR JUDICIAL OFFICER:

JUDICIAL OFFICER'S NOTES TO CLERK OR SUBMITTING PARTY: