

DISSOLUTION BY DEFAULT

Forms are available online at: www.courts.ca.gov

To receive assistance with completing the forms from the Self-Help Center, attend a “Final Dissolution by Default Clinic.” The clinic calendar is available online at www.suttercourts.com. Select *Self-Help* then *Clinic Information* then *Clinic Calendar*. You may also get a clinic calendar from the Self-Help Center.

You will need the following forms to finish your dissolution (divorce) or legal separation case by default:

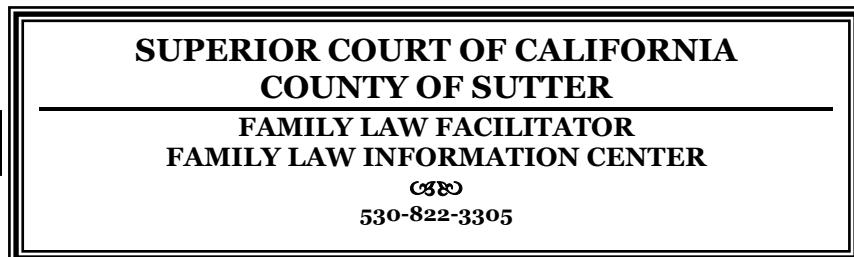
- **FL-165** *Request to Enter Default*
- **FL-140** *Declaration of Disclosure*
- **FL-141** *Declaration Regarding Service of Declaration of Disclosure*
- **FL-170** *Declaration for Default or Uncontested Dissolution or Legal Separation*
- **FL-180** *Judgment*
- **FL-341** *Child Custody and Visitation Order Attachment (**Mandatory** only with Children)*
- **FL-345** *Property Order Attachment*
- **FL-192** *Notice of Rights and Responsibilities Attachment (**Mandatory** only with Children)*
- **FL-190** *Notice of Entry of Judgment* with 3 envelopes and 9 stamps:
 - 1- ½ manila envelope addressed to the Petitioner (self) with 4 stamps
 - 1- standard envelope addressed to the Respondent with 1 stamp
 - 1- ½ manila envelope addressed to the Respondent with 4 stamps

OPTIONAL ATTACHMENTS to your Judgment: (Based on what you requested in your Petition)

- **FL-341(C)** *Children’s Holiday Schedule Attachment (with Children)*
- **FL-341(D)** *Additional Provisions-Physical Custody Attachment (with Children)*
- **FL-341(E)** *Joint Legal Custody Attachment (with Children)*
- **FL-342** *Child Support Information and Order Attachment (with Children)*
- **FL-343** *Spousal, Partner, or Family Support Order Attachment*

- ❖ ***Please Note:*** The forms described as **Attachments** from the lists above are NOT stand-alone forms and must be attached to the **Judgment FL-180**. Make sure these forms (if applicable) are all stapled together and submitted as one document.
- ❖ To complete the default paperwork, you will need an “Endorsed Filed” copy of the **Petition (FL-100)**, **Proof of Service of Summons (FL-115)**, and **Property Declaration (FL-160)** IF you filed one with the court.

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GENERAL INFORMATION

Your dissolution **will NOT be final** until you obtain a Judgment in the case.

If the other party does NOT respond within thirty (30) days from the date he/she was served, you have the right to request a **DEFAULT JUDGMENT** against the other party. A Judgment finalizes your dissolution which terminates your marital status.

The Judgment is the court order and contains orders for all issues included in your dissolution.

The Default Judgment will only get you orders that you requested in your Petition FL-100. Your Default Judgment **MUST** mirror your Petition exactly.

You cannot obtain a Default Judgment if the Respondent filed a Response. If the Respondent filed a Response to your Petition for Dissolution, contact the Self-Help Center for information on the next step in finalizing your dissolution.

If the Respondent is ACTIVE DUTY MILITARY, there are additional forms that will need to be completed to finalize the dissolution. Contact the Self-Help Center for information on how to obtain the forms and the process. It is recommended that you attend a Final Dissolution by Default Clinic to receive assistance in completing the forms.

Once you have completed ALL of the forms listed, **COPY ALL** of your documents TWICE.

Submit your originals, 2 copies, and 3 envelopes with stamps to the Court for review and signature.

The Clerk will review your documents to check for errors and completion.

If your documents are complete and accurate, the Judgment will be sent to the Judge for his/her consideration and signature. The Judge will either sign the Judgment or instruct the clerk to return with errors.

If there are errors, your documents will be rejected and returned to you for corrections. **To receive assistance from the Self-Help Center, attend a Final Dissolution by Default Clinic.**

If the Judge approves and signs your Judgment, the Court will return a copy of everything to you and the Respondent in the envelopes provided. Please make sure you submit enough postage on the envelopes and the addresses are complete and current.

❖ ***Please Note: After the Clerk mails you and the other party copies of the Judgment (FL-180) and Notice of Entry of Judgment (FL-190) the Court will not send any additional documents to inform you of the termination of your marriage. However, you are NOT SINGLE and eligible to remarry until the date specified on your Judgment (FL-180).***