



SUPERIOR COURT OF CALIFORNIA
County of Kings
1640 Kings County Drive, Hanford, CA 93230
(559) 582-1010

DISSOLUTION OF MARRIAGE PACKET (Step 2 of 3)

(Step-by-Step Instructions)



For further information visit the California Courts Self-Help Center at
www.courts.ca.gov/selfhelp.htm

OR

Visit the Kings County Self-Help Center at www.kings.courts.ca.gov/self-help for
additional assistance options.

INSTRUCTIONS INCLUDED FOR THE FOLLOWING FORMS:

Proof of Service of Summons	Judicial Council Form FL-115
Notice of Acknowledgment of Receipt	Judicial Council Form FL-117
Declaration Regarding Service of Declaration of Disclosure and Income and Expense Declaration (Please note: This form is mandatory for both parties unless Request to Enter Default (FL-165) will be filed - then mandatory only for Petitioner. The divorce will <u>NOT</u> be finalized until this form has been filed with the Court.)	Judicial Council Form FL-141

*This section is the Petitioners information

Sections #1 - #5 are to be completed by the person who did the service for you. They will need to Date, Print and Sign their name.

FL-115

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address):		FOR COURT USE ONLY
YOUR NAME YOUR ADDRESS		
TELEPHONE NO.: YOUR PHONE NUMBER FAX NO.: E-MAIL ADDRESS:		
ATTORNEY FOR (Name): In Pro Per		
SUPERIOR COURT OF CALIFORNIA, COUNTY OF Kings		
STREET ADDRESS: 1640 Kings County Drive		
MAILING ADDRESS: Hanford, CA 93230		
CITY AND ZIP CODE: Hanford, CA 93230		
BRANCH NAME:		
PETITIONER: Name of Petitioner, as stated on the Petition		
RESPONDENT: Name of Respondent, as stated on the Petition		
PROOF OF SERVICE OF SUMMONS		CASE NUMBER: YOUR CASE NUMBER

1. At the time of service I was at least 18 years of age and not a party to this action. I served the respondent with copies of:
- a. Family Law—Marriage/Domestic Partnership: *Petition—Marriage/Domestic Partnership* (form FL-100), *Summons* (form FL-110), and blank *Response—Marriage/Domestic Partnership* (form FL-120)
 - or-
 - b. Uniform Parentage: *Petition to Establish Parental Relationship* (form FL-200), *Summons* (form FL-210), and blank *Response to Petition to Establish Parental Relationship* (form FL-220)
 - or-
 - c. Custody and Support: *Petition for Custody and Support of Minor Children* (form FL-260), *Summons* (form FL-210), and blank *Response to Petition for Custody and Support of Minor Children* (form FL-270)
 - and
 - d. (1) Completed and blank *Declaration Under Uniform Child Custody Jurisdiction and Enforcement Act* (form FL-105)
 - (2) Completed and blank *Declaration of Disclosure* (form FL-140)
 - (3) Completed and blank *Schedule of Assets and Debts* (form FL-142)
 - (4) Completed and blank *Income and Expense Declaration* (form FL-150)
 - (5) Completed and blank *Financial Statement (Simplified)* (form FL-155)
 - (6) Completed and blank *Property Declaration* (form FL-160)
 - (7) *Request for Order* (form FL-300), and blank *Responsive Declaration to Request for Order* (form FL-320)
 - (8) Other (specify):

2. Address where respondent was served: The address where Respondent was served

3. I served the respondent by the following means (check proper boxes):
- a. Personal service. I personally delivered the copies to the respondent (Code Civ. Proc., § 415.10) on (date): _____ at (time): _____
 - b. Substituted service. I left the copies with or in the presence of (name): _____ who is (specify title or relationship to respondent): _____
 - (1) (Business) a person at least 18 years of age who was apparently in charge at the office or usual place of business of the respondent. I informed him or her of the general nature of the papers.
 - (2) (Home) a competent member of the household (at least 18 years of age) at the home of the respondent. I informed him or her of the general nature of the papers.
- on (date): _____ at (time): _____
- I thereafter mailed additional copies (by first class, postage prepaid) to the respondent at the place where the copies were left (Code Civ. Proc., § 415.20b) on (date): _____
- A declaration of diligence is attached, stating the actions taken to first attempt personal service.

Choose ONE of the boxes, (a), (b) or (c). Indicate what DATE and TIME service was done

PETITIONER: Petitioners name RESPONDENT: Respondents name	CASE NUMBER: CASE NUMBER HERE
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Section 3 continued

3. c. **Mail and acknowledgment service.** I mailed the copies to the respondent, addressed as shown in item 2, by first-class mail, postage prepaid, on (date): _____ from (city): _____
- Mark 3(c) if the documents were mailed to Respondent. Indicate the DATE mailed and what CITY they were mailed from.
- (1) with two copies of the *Notice and Acknowledgment of Receipt* (form FL-117) and a postage-paid return envelope addressed to me. (**Attach completed *Notice and Acknowledgment of Receipt* (form FL-117).**) (Code Civ. Proc., § 415.30.)
- (2) to an address outside California (by registered or certified mail with return receipt requested). (**Attach signed return receipt or other evidence of actual delivery to the respondent.**) (Code Civ. Proc., §§ 415.40, 417.20.)
- d. **Other (specify code section):** _____
- Continued on Attachment 3d.

Mark (1) if you mailed the documents with form FL117

Mark (2) if you mailed the documents to an address OUTSIDE California and it was done by certified mail. (Certified card needs to be signed and dated. Tape the Certified card to a blank white paper and attach it to this proof of service

4. **Person who served papers**
 Name: **Servers Name**
 Address: **Servers Address**
- Telephone number: **Servers Phone Number**

- Mark one
- This person is
- a. exempt from registration under Business and Professions Code section 22350(b).
- b. not a registered California process server.
- c. a registered California process server: an employee or an independent contractor
- (1) Registration no.: _____
- (2) County: _____
- d. The fee for service was (specify): \$ _____

If you are not a process server or sherriff , mark (b)

5. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.
- or-
6. I am a California sheriff, marshal, or constable, and I certify that the foregoing is true and correct.

#5 MUST be checked stating you are declaring under penalty of perjury that the information provided is true and correct

Date: Server: Put the date you signed this form

Server: Print your name

 (NAME OF PERSON WHO SERVED PAPERS)

Server: Sign your name

 (SIGNATURE OF PERSON WHO SERVED PAPERS)

This form MUST be filed before your case can move forward

FL-141

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address):

Your Name
Your Address

TELEPHONE NO.: Your Phone # FAX NO.:

E-MAIL ADDRESS:

ATTORNEY FOR (Name): In Pro Per

SUPERIOR COURT OF CALIFORNIA, COUNTY OF Kings

STREET ADDRESS: 1640 Kings County Drive

MAILING ADDRESS:

CITY AND ZIP CODE: Hanford, CA 93230

BRANCH NAME:

PETITIONER: Petitioner Name

RESPONDENT: Respondents Name

OTHER PARENT/PARTY:

DECLARATION REGARDING SERVICE OF DECLARATION OF DISCLOSURE AND INCOME AND EXPENSE DECLARATION

CASE NUMBER:

CASE NUMBER

Who are You?

Petitioner's
 Respondent's

Preliminary
 Final

First time filing this (preliminary)
Second time filing this (final)

1. I am the attorney for petitioner respondent in this matter.

2. Petitioner's Respondent's Preliminary Declaration of Disclosure (form FL-140), current* Income and Expense Declaration (form FL-150), completed Schedule of Assets and Debts (form FL-142) or Community and Separate Property Declarations (form FL-160) with appropriate attachments, all tax returns filed by the party in the two years before service of the preliminary disclosures, and all other required information under Family Code section 2104 were served on:

Who are you?

Who'd you give forms to?

the other party the other party's attorney by personal service mail

How did you give them the forms?

Other (specify):

on (date): What date did you give the preliminary disclosures to the other party?

3. Petitioner's Respondent's Final Declaration of Disclosure (form FL-140), current* Income and Expense Declaration (form FL-150), completed Schedule of Assets and Debts (form FL-142) or Community or Separate Property Declarations (form FL-160) with attachments, and the material facts and information required by Family Code section 2105 were served on:

the other party other party's attorney by personal service mail

Other (specify):

on (date):

If this is your "final" then complete section #3. Follow the instructions from above.

4. Service of Petitioner's Respondent's preliminary final declaration of disclosure
 current income and expense declaration has been waived as follows:

a. The parties agreed to waive final declaration of disclosure requirements under Family Code section 2105(d). (Form FL-144 may be used for this purpose.) The waiver was filed on (date):
 is being filed at the same time as this form.

b. The party has failed to comply with disclosure requirements, and the court has granted the request for voluntary waiver of receipt under Family Code section 2107 on (date):

c. This is a default proceeding that does not include a stipulated judgment or settlement agreement. Petitioner waives final disclosure requirements under Family Code section 2110.

*Current is defined as completed within the past three months providing no facts have changed. (Cal. Rules of Court, rule 5.260.)

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

NOTE: File this document with the court.

Do not file a copy of the Preliminary or Final Declaration of Disclosure or any attachments to either declaration of disclosure with this document.