CLERK OF COURTS FILING INSTRUCTIONS

## **CHIPPEWA COUNTY DIVORCE REQUIREMENTS**

□ If filing together:

Joint Petition With Minor Children FA-4110V

Without Minor Children FA-4111V

OR

☐ If other party will need to be served:

Summons & Petition With Minor Children <u>FA-4104V</u> & <u>FA-4108V</u>

Without Minor Children FA-4105V & FA-4109V

☐ Financial Disclosure Statement: <u>FA-4139V</u> (1 required for each party)

Marital Settlement Agreement: With Minor Children <u>FA-4150V</u>

(requires both party signatures) Without Minor Children FA-4151V

Proof of Attending Parenting Classes (if applicable)

Divorce/Annulment Worksheet (at COC Office only, do not complete for legal separation)

Confidential Petition Addendum: <u>GF-179</u>

Filings Fees	\$194.50	With Minor Children OR Request for Maintenance
	\$184.50	Without Minor Children
Choose to file paper filing or eFile online. Forms are available online at www.wicourts.gov.		



Printable Paper Filing:
Select Forms
Click Circuit Court
Click Family
Click Pre-judgment



eFiling (\$35 opt in fee):
Select eCourts
Click Circuit Courts eFiling
Go to eFiling website
Follow instructions

## To schedule your final divorce hearing:

1. File all required documents.

All necessary paperwork must be submitted before a hearing can be scheduled.

2. Call 715-726-7758 to set the hearing date.

The final hearing date will be scheduled only after the mandatory 120-day waiting period has passed.

If you are unable to reach an agreement with the other party, you may request a status conference by contacting the Judicial Assistant.

If a party is on <u>active military duty</u> and **will not be present** at the final hearing, they **must** file a notarized statement waiving their right to appear with the Clerk of Courts Office. This waiver is required under the Soldiers and Sailors Civil Relief Act. The court cannot proceed with the final divorce hearing without this document.