

WASHTENAW COUNTY TRIAL COURT FAMILY DIVISION

CHECK LIST: GETTING A DIVORCE WITH MINOR CHILDREN

In order to get divorced, the following needs to be done **BEFORE** the date you have chosen to place testimony on the record. Documents in **bold** *must* be brought with you to court.

- [] 1. You must have an original and one copy of a **judgment of divorce (JOD)**, filled out completely and signed by both parties (if agreed to) or by the Plaintiff (if a default).
 - [] 2. You must have an original **Record of Divorce and Annulment** completely filled out.
 - [] 3. If support of any kind is ordered, you must have an original [Domestic Relations Judgment Information Form \(form FOC 100\)](#) completely filled out.
 - 4. If you are paying child support through the Friend of the Court (FOC), you must do the following:
 - [] a. The JOD must say “the Uniform Child Support Order is incorporated by reference.”
 - [] b. Completely fill out an original and one copy of the [Uniform Child Support Order \(FOC 10\)](#).
- NOTE: you **MUST** pay child support through the Friend of the Court if you, your spouse or your children receive public assistance.
- 5. If you are not paying child support through FOC, you must do the following:
 - [] a. The JOD must say “the Uniform Child Support Order is incorporated by reference.”
 - [] b. Completely fill out an original and one copy of the [Uniform Child Support Order – No Friend of the Court Services \(FOC 10a\)](#).
 - [] b. Completely fill out an original and one copy of the Friend of the Court [Advice of Rights form \(FOC 101\)](#).
 - [] c. Completely fill out and bring to court an original and one copy of the [Order Exempting Case from Friend of the Court Services \(FOC 102\)](#).
 - 6. If the judgment does NOT award spousal support, the JOD must state:
 - [] a. “no spousal support awarded.” and
 - [] b. “No Uniform Spousal Support Order is required because no spousal support is ordered or reserved.”

7. If the judgment awards spousal support, and you are paying it through FOC, you must do the following:
- a. The JOD must say “the Uniform Spousal Support Order is incorporated by reference.”
 - b. Completely fill out an original and one copy of the [Uniform Spousal Support Order \(form FOC 10b\)](#).
8. If the judgment awards spousal support, but you are NOT paying it through FOC, you must do the following:
- a. The JOD must say “the Uniform Spousal Support Order is incorporated by reference.”
 - b. Completely fill out an original and one copy of the [Uniform Spousal Support Order – No Friend of the Court Services \(form FOC 10c\)](#).
 - c. Completely fill out an original and one copy of the [Friend of the Court Advice of Rights form \(form FOC 101\)](#).
9. Go to the Friend of the Court Office.
- a. The following documents must be approved by the FOC:
 - 1. the JOD
 - 2. the Uniform Spousal Support Order
 - 3. the Uniform Child Support Order
 - 4. Order Exempting Case from Friend of the Court Services
 - b. You must fill out and give to the Friend of the Court the “Questionnaire for approval of a judgment of divorce”.