

COMPLAINT FOR DIVORCE, LEGAL SEPARATION, ANNULMENT WITHOUT CHILDREN CHECKLIST

Family Information Sheet (Form DR729)

The address and telephone numbers for the parties provided on the DR Form729 matches the address and telephone numbers for the parties in the case caption.

Case Caption [DR1(B), DR12]

1. Parties' names.
2. Parties' addresses. The filing party may request that their address be confidential through the filing of a motion.
3. Parties' telephone numbers.
4. Parties' date of birth.
5. The caption of each pleading shall contain the identification: Court of Common Pleas, Butler County, Ohio, Domestic Relations Division and further identification of the type of pleading.

Style of Pleading [DR12]

1. All pleadings and forms required by the Court shall be typewritten or printed legibly in ink.
2. All pleadings and forms shall be printed on white letter size paper (approximately 8 ½" by 11").
3. All pleadings and forms shall be printed on one side only, with 1" margins, and each page shall be numbered.

Venue - §3105.03 ORC

1. A statement that the plaintiff has been a resident of the State of Ohio for six months immediately preceding the filing of the Complaint.
2. A statement that the plaintiff has been a resident of Butler County for ninety days immediately preceding the filing of the Complaint.

Statement of Marriage - §3105.03 ORC

1. A statement of the date the parties were married.
2. A statement or affidavit of whether the parties ever resided during the marriage in the State of Ohio.

Grounds for Divorce

1. A statement of the grounds the parties rely upon for divorce.

Statement of No Children

1. A statement that there were no children born issue of the marriage.

Statement of Military Service [DR1(D)]

1. A statement of whether or not the defendant is in the military service. **(A statement in the body of the Complaint meets this requirement. An affidavit is not necessary. However, a signed and notarized affidavit complies with the rule.)**

***Ex Parte* Orders**

(Not required if an approved Separation Agreement is submitted)

Payment of Marital Debts [DR22]

1. If the parties are living in the same household, then the Complaint shall contain a motion for the payment of marital debts and obligations.
2. If the parties are living in the same household, then the Complaint shall contain an *ex parte* order for the payment of marital debts and obligations in accordance with the established practices of the household.
3. All requests for *ex parte* orders for payment of marital debt must have a signed and notarized affidavit.
4. If, at the time of filing, the parties are living in separate households, either party may file a motion for a temporary order allocating debts and expenses.

Mutual Temporary Restraining Order [DR24]

1. If a restraining order is requested, a motion for temporary restraining order is required.
2. A signed and notarized affidavit setting forth the reasons for the request is required.
3. The restraining order complies with the mandatory language.

Certificate of Service

1. A statement of instructions or request for service signed by the party or counsel.

Counsel Identification

1. Counsel for plaintiff provided their name, Supreme Court Registration Number, address and telephone number.

Signatures on Complaint

1. If plaintiff is represented by counsel, the Complaint was signed by counsel.
2. If plaintiff is not represented by counsel, the Complaint was signed by plaintiff.

Number of Copies [DR13]

1. Three (3) copies, plus the original.

Required Documents to be submitted with Complaint

1. A Family Information Sheet (Form DR729).
2. An approved Separation Agreement, plus two (2) copies, if applicable.