

**STEP 1** - The person that has decided to file for divorce must fill out the following forms and submit to the Michigan County Court Clerk's Office in your county:

- **Complaint for Divorce**

**STEP 2** - Now you must send the following forms to your spouse:

- **Answer and Waiver Form**
- **Copy of Your 'Complaint for Divorce'**

**STEP 3** - Now you must find a way to get a completed 'Answer and Waiver Form (803D)' from your spouse. Once you receive this form back, you will have to deliver and file it with the clerk.

**STEP 4** - Each spouse, on their own, must complete and file with the court the following forms:

- **Disclosure of Income and Health Insurance Information**
- **Employment Status Disclosure**
- **Marital Settlement Agreement**
- **\*If you have children, you must fill out the Child Care Verification Form**

**STEP 5** - The spouse that had originally filed the complaint must completely fill out the **Judgment** and attach the **Separation Agreement** and send both the documents to the other spouse. Make 3 copies and keep with you until your court hearing.

**STEP 6** - At this time you are ready to make a date with the court. Complete the **Notice of Hearing** form and send to your spouse a copy and file it with the court as well as the **Judgement**.

**STEP 7** - At this time you will be provided with a court hearing date. Be sure to bring the **Record of Divorce or Annulment** to the court hearing. At the hearing or shortly after you will receive a **Certificate of Judgement** which will be the official form that solidifies your divorce.