

**INSTRUCTIONS FOR FILLING OUT
DECREE FOR DISSOLUTION OF MARRIAGE (Children)**

HEADING

- Enter the name of the county where you are filing the Complaint.
- Enter your first, middle, and last names. You are the plaintiff.
- Enter your spouse's first, middle, and last names. Your spouse is the defendant.
- The Clerk of the District Court will give you a case number when you file the Complaint. You must include the case number on any papers you file.

BODY OF DECREE

In the first paragraph enter the date of your final court hearing. This paragraph does not have a number.

The numbers below give instructions for completing the paragraphs with the same numbers on the Decree.

- Paragraph 1. Enter the name of the county where the divorce was filed. Either you or your spouse must have been a resident of this county at the time the divorce was filed.
- Paragraph 4. Enter the date you were married and the city and state where you were married. Enter the number of children born to you and your spouse, then enter each child's complete name and the year each child was born.
- Paragraph 5. Enter either plaintiff or defendant in the blank. If you are asking for custody enter "plaintiff." If your spouse is requesting custody enter "defendant."
- Paragraph 6. There are two versions of Paragraph 6. You should choose the first version of Paragraph 6 if you and your spouse have developed a Parenting Plan you want the Court to approve. You should also choose the first version of Paragraph 6 if you and your spouse want to use the Parenting Plan on the web site, or if you want the Court to develop a Parenting Plan on its own.

You should choose the second version of Paragraph 6 if your spouse is either absent or has not worked with you to develop a Parenting Plan and you want the Court to give you some flexibility in determining your spouse's parenting time.

First Version of Paragraph 6. If you and your spouse have developed a Parenting Plan, check the first blank. If you want the Court to develop a Parenting Plan or if you and your spouse want to use the Parenting Plan on the web site, check the second blank. Enter either plaintiff or defendant in the third

blank. If you will be paying child support, enter “plaintiff.” If your spouse will be paying child support, enter “defendant.”

Paragraph 10. If you are requesting that your former name be restored, enter the complete former name to be restored including first, middle, and last names. If you are not requesting that your former name be restored to you, cross out this paragraph.

Paragraph 12. Enter either plaintiff or defendant in the first blank. If you are asking for custody enter “plaintiff.” If your spouse is requesting custody enter “defendant.”

In the second blank, enter the custodial party again (“plaintiff” if you will have custody or “defendant” if your spouse will have custody.) In the next two blanks enter the party who will be receiving visitation. This is the party who is not receiving custody of the child(ren).

Paragraph 13. There are two versions of Paragraph 13. You should choose the first version of Paragraph 13 if you chose the first version of Paragraph 6 (you and your spouse have developed a Parenting Plan you want the Court to approve **or** you and your spouse want to use the Parenting Plan on the web site **or** you want the Court to develop a Parenting Plan on its own.)

You should choose the second version of Paragraph 13 if you chose the second version of Paragraph 6 (your spouse is either absent or has not worked with you to develop a Parenting Plan and you want the Court to give you some flexibility in determining your spouse’s parenting time.)

First Version of Paragraph 13. If you and your spouse have developed a Parenting Plan, check the first blank. If you want the Court to develop a Parenting Plan or if you and your spouse want the Court to use the Parenting Plan on the web site, check the second blank.

Paragraph 14. Enter either plaintiff or defendant. This will be the party who is not receiving custody and who will be paying child support. The judge will complete the blank indicating the date child support will begin.

If you are able to do a child support calculation based upon the Child Support Guidelines [link], you can complete the amount of child support to be paid per month for the appropriate number of children. The child support worksheet must be presented to the judge at the time of the hearing.

You must complete the “Financial Affidavit for Child Support” and give it to the judge at the time of the final hearing.

Paragraph 15. Enter the party (plaintiff or defendant) who will be providing health insurance for the child(ren) in the first blank.

In the second blank enter the party who is the custodial parent.

In the third blank enter the party who is the noncustodial parent. This will be the same party who is ordered to pay child support.

In the fourth blank the judge will enter the percentage of nonreimbursed child(ren)'s health care costs in excess of \$480 that the noncustodial parent will pay.

Paragraph 16. Enter the party (plaintiff or defendant) who is obligated to pay child support in the first blank.

In the second blank enter the percentage of the child care expenses that will be paid by the parent paying child support. This percentage cannot exceed the proportion of this parent's obligation on child support calculated according to the Child Support Guidelines [link] and found on Worksheet 1, line 6.

Paragraph 22. If you are requesting that your former name be restored, enter the complete former name to be restored including first, middle, and last names. If you are not requesting that your former name be restored to you, cross out this paragraph.

Paragraph 25. You will not need to fill in the blank for the interest rate. The judge will do that.

FINAL SIGNATURE

If the court approves the Decree, the Judge will date and sign the Decree.

The Decree must be filed with the Clerk of the Court before the divorce can be finalized. You should check with the Clerk's office after the final hearing to update or provide any information necessary, including information for child support and the vital statistics form.