

Getting Started

Dissolution of Marriage/Civil Union (Divorce with Children)

IMPORTANT: This getting started guide and the instructions are not legal advice. They are only meant to help you learn how to get a divorce when you and your spouse have children together. Your use of the forms does not guarantee you will be successful in court.

To learn how to fill out the forms and file them with the court, read the *HOW TO GET A DIVORCE (WITH CHILDREN)* instruction sheet and the instructions on the forms.

Name of the forms:	<ul style="list-style-type: none">• <i>Petition for Dissolution of Marriage/Civil Union (Divorce With Children)</i>• <i>Judgment of Dissolution of Marriage/Civil Union (Divorce With Children)</i>• <i>Parenting Plan</i>• <i>Summons</i> (if needed)• <i>Entry of Appearance (Petition for Dissolution of Marriage/Civil Union)</i> (if needed)
Purpose of the forms:	<ul style="list-style-type: none">• To ask a judge for a divorce or to end a civil union• To notify your spouse that you have done this• To give the judge a way to end the marriage or civil union
Types of cases the forms CAN be used for:	Divorce or ending a civil union when you and your spouse have children together.
Types of cases the forms CANNOT be used for:	The form cannot be used if: 1. You and your spouse do not have children together; 2. You or your spouse is pregnant; 4. You do not have an address for your spouse; OR 3. Your spouse is on active duty with any branch of the U.S. military service or they live outside of the United States, unless they sign an <i>Entry of Appearance</i> form.
Cost to file the forms:	There is a fee for filing. If you cannot afford to pay the filing fee, you can ask the court to file for free by filing the <i>Application for Waiver of Court Fees</i> found online at: illinoiscourts.gov/Forms/approved/Circuit.asp .
Special information or papers needed to complete the forms:	<ol style="list-style-type: none">1. Date and place of the marriage/civil union.2. Date you and your spouse separated.3. Addresses for you and your spouse.4. Place of employment for you and your spouse.5. Whether you or your spouse receive Social Security.6. Names and birth dates of all of the children you and your spouse have together or separately.7. If there are other cases that involve you, your spouse, or the children of you and your spouse, you will need the case number of each, the county and state they were filed in and whether the case is still active.8. Whether you and/or your spouse own or have an interest in real estate.9. Whether you and/or your spouse have a pension/retirement account.10. A list of the property of the marriage.11. A list of the debts of the marriage.
Statutes covering the forms:	(750 ILCS 5/) Illinois Marriage and Dissolution of Marriage Act.
For more information:	Read the <i>HOW TO GET A DIVORCE (WITH CHILDREN)</i> instructions that come with the form. You may also find more information and resources at the courthouse or by going online to illinoislegalaid.org .

HOW TO GET A DIVORCE (WITH CHILDREN)

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WARNING:

You cannot use this guide and the forms unless you have an address for your spouse.

This guide will give you general instructions on how to complete a simple divorce case.

It cannot and does not try to cover everything that might happen in a divorce case.

If you do not understand whether these instructions apply to your case, you should speak with a lawyer.

How divorce cases are handled by a judge can vary from county to county.

There may be requirements in your county that are not covered in these instructions.

Ask the Circuit Clerk if your county has local rules and, if so, where you can get a copy.

INTRODUCTION TO GETTING A DIVORCE IN ILLINOIS (WITH CHILDREN)

These instructions apply to marriages and civil unions. Whenever the instructions say "marriage" it also means "civil union."

Can I ask the court for a divorce in Illinois?

You can ask for a divorce if:

- You are married;
- You or your spouse have lived in Illinois for at least 90 days; AND
- There is no other divorce case already filed and still pending anywhere else (not dismissed).

NOTE: if your spouse is on active military service, you can ask for divorce, but the court might not be able to give you a divorce. If your minor children have not lived in Illinois for at least 6 months, the court may not be able to decide on a parenting plan for the children.

What forms do I need to ask the court for a divorce?

Below are some of the common forms used in divorce cases. Depending on your specific situation, you may not need all of the forms listed or you may need other forms not listed here.

- **Petition for Dissolution of Marriage/Civil Union (Divorce with Children):** asks the court for a divorce and gives information needed to begin a divorce case.
- **Certificate of Dissolution of Marriage*:** lists information about your case that is sent to the Illinois Department of Public Health after your divorce is final.
- **Summons:** tells your spouse that you are asking the court for a divorce.
- **Entry of Appearance:** is completed by your spouse to tell the court that they do not need to receive a *Summons* or is completed by your spouse after being served by a *Summons*.
- **Judgment of Dissolution of Marriage/Civil Union (Divorce with Children):** is used by the judge to grant or deny your divorce. If granted, the *Judgment* will also divide property, assign debt, and determine whether maintenance will be paid.
- **Parenting Plan:** lists who is responsible for decision making for the children and a schedule for when the children are with you and when they are with the other parent.
- **Certification of Agreement:** is used if you and your spouse have agreed on what will be in the *Judgment* and *Parenting Plan*
- **Qualified Domestic Relations Order (QDRO):** is used to divide a pension or retirement plan. You will need this if the Judge orders that a QDRO be prepared.

There is no statewide form. Contact the Pension Plan Administrator and ask if they provide a form.

Where can I find the forms I need?

*You can get the Certificate of Dissolution of Marriage at the Circuit Clerk's office.

You can find the rest of the forms online at: illinoiscourts.gov/Forms/approved/Circuit.asp.

What information will help me fill out the court forms?

- Date you were married;
- Date you were physically separated;
- City, county, state, and country where you were married;
- Current home address for your spouse or other address where your spouse can be found;
- List of all personal property, including bank accounts that you and your spouse own together or separately;
- List of all real estate that you and your spouse have an interest in together or separately (with or without a mortgage), etc.;
- List of all pension and retirement accounts that you or your spouse have;
- List of all the debts that you and your spouse have made since you got married, together or separately;
- Full names and birthdates of children you have with your spouse, including any children that were adopted by both of you; AND
- Full names and birthdates of children that were born or adopted during the marriage, but only one of you is a parent or adoptive parent of these children.

What costs will I need to pay to ask the court for a divorce?

- **Filing Fee:** To file your forms with the Circuit Clerk of the Circuit Court in the county where you are filing your divorce.
- **Service Fee:** To serve the summons on your spouse.
- **Certified Copy Fee:** If your divorce is granted and you need certified copies of the court order.
- **Transcript Fee:** In some counties, you may be ordered to get a transcript. A transcript is a written record of your divorce court date.

What if I cannot afford to pay the costs?

- If you cannot afford to pay the fees, you can ask the court to file for free. Fill out the *Application for Waiver of Court Fees* to ask the court for a fee waiver. This is a separate set of forms you can find online at: illinoiscourts.gov/Forms/approved/Circuit.asp.

Do I have to take a Parenting Class?

Yes. There is a statewide requirement that parents complete a class about parenting and divorce as part of their divorce case. Ask the Circuit Clerk for information about completing this class. There is normally a fee for the class. If you have an *Order for Waiver of Court Fees* you do not have to pay the fee.

Who will assist me during my divorce case?

- Circuit Clerk: you will file your divorce forms with the Circuit Clerk. The Circuit Clerk will accept your divorce forms, collect fees for filing your divorce case, and help schedule a court date. The Circuit Clerk cannot give you legal advice.
- Sheriff: You will ask the Sheriff in the county where your spouse lives to serve legal notice on your spouse.
 - The Sheriff's office is normally located in the county seat along with the county courthouse.
- Judge: You will see and speak to the judge at your court dates. The judge will listen to evidence from you and your spouse and then decide whether you get a divorce. The judge cannot give you legal advice.

When will I be divorced?

You are divorced when the judge signs the *Judgment of Dissolution of Marriage/Civil Union (Divorce With Children)*.

STEP 1: COMPLETE FORMS

A. *Petition for Dissolution of Marriage/Civil Union (Divorce With Children)*

To help you fill out the form, the *Petition* has line-by-line instructions on the left-side of the form. Below is more information.

Section 5(e): Reason for Divorce

All divorces are granted because of irreconcilable differences.

- Irreconcilable differences means you and your spouse do not get along anymore and you do not want to be married.
- If you have been separated 6 months or more, tell this to the judge.
- If you have been separated less than 6 months, you will have to show the judge that you and your spouse:
 - Separated because you cannot get along anymore; AND
 - Tried to fix the problems in your marriage, but could not, or the problems are so bad that trying to fix them is not best for your family.

Section 6: Information About Children

You must give the court information about children who are and are not part of the marriage.

- **Section 6(c): Minor Children of the Marriage/Civil Union**
 - List children that under the age of 18 and were either born to or adopted by both of you.
 - The children could have been born or adopted before or during the marriage.
 - The court can decide decision-making and parenting time only for the children listed in Section 6(c).
 - The court can order support for the children listed in Section 6(c).
- **Section 6(f): Adult Children of the Marriage/Civil Union**
 - List children that are 18 years old or older and were either born to or adopted by both of you.
 - The children could have been born or adopted before or during the marriage.
 - The court can order support for the children listed in Section 6(f) only if they are still in high school or are disabled.

The court can order payment for educational expenses for children listed in Section 6(f) if they are in college or another type of education program.

- **Section 6(g): Children Not of the Marriage/Civil Union**
 - List children that:
 - You gave birth to, but your spouse is not the other parent;
 - Your spouse gave birth to, but you are not the other parent;
 - You adopted, but your spouse did not; OR
 - Your spouse adopted, but you did not.

The court cannot make decisions about decision-making, parenting time, or order support for the children listed in Section 6(g).

Section 7(c): Parenting Plan

A *Parenting Plan* contains information about who will make decisions for the children and a schedule for when the children are with each parent. If you have completed the *Parenting Plan* by the time you are ready to file your case, you can attach it to your *Petition for Dissolution of Marriage/Civil Union (Divorce with Children)*. If not, you must file it within 120 days of the date you file your *Petition*. Follow the instructions on the *Parenting Plan* for help in completing it.

Section 8: Debts

You must tell the court if you and your spouse have debts from the marriage that are still owed. If you and your spouse cannot agree on how to divide the debt, the judge will decide who is responsible for each debt.

Sections 9, 10, 11 & 12: Personal Property, Real Estate, Pension/Retirement Accounts & Money Claims

You must tell the court if you and your spouse own personal property (clothing/furniture), real estate, or pension/retirement accounts. If you and your spouse cannot agree on how to divide the property, the judge will decide who gets the property.

Section 13: Maintenance (also known as alimony)

Maintenance is money paid from one spouse to the other on a regular basis.

- To get maintenance, you must show the court there is a good reason such as a long marriage, poor health, or an inability to support yourself.
- The judge is not required to order maintenance.

Section J: Former Name

You must tell the court if you want to go back to using a former name.

- The judge can allow you to return to any name you have used before.

STEP 2: WHAT DO I DO AFTER I FILL OUT MY FORMS?

File your forms with the Circuit Clerk in the county where your court case should be filed.

- File your case in the county you live in or the county your spouse lives in.
- You must electronically file (e-file) court documents unless (1) you are an inmate in a prison or jail and you do not have a lawyer, or (2) you qualify for an exemption from e-filing.
 - You will qualify for an exemption if: (1) you do not have internet or computer access at home and it would be difficult for you to travel to a place where you could use a computer, (2) you have a disability that keeps you from e-filing, or (3) you have trouble reading or speaking in English.
 - Fill out a *Certification for Exemption from E-Filing* found online at here: illinoiscourts.gov/Forms/approved/Circuit.asp.
 - File the original and 1 copy of your forms and the *Certification* with the Circuit Clerk's office in person or by mail.
- To e-file, create an account with an e-filing service provider.
 - Visit efile.illinoiscourts.gov/service-providers.htm to select a service provider. Some service providers are free while others charge a processing fee. For instructions on how to e-file for free with Odyssey eFileIL, see the self-help user guides online at: illinoiscourts.gov/CivilJustice/Resources/Self-Represented_Litigants/self-represented.asp.

- If you do not have access to a computer or if you need help e-filing, take your form to the Circuit Clerk's office where you can use a public computer terminal to e-file your form.
 - You can bring your form on paper or saved on a flash drive.
 - The terminal will have a scanner and computer that you can use to e-file your form.

Provide notice to your spouse.

There are 2 ways to give notice to your spouse:

1. Entry of appearance
 - If your spouse signs an *Entry of Appearance*, you do not have to have your spouse served by the Sheriff. You are ready to get a court date (skip to "Ask for a court date" below); OR
2. Serve your spouse with a *Summons* and *Petition*
 - Give the Circuit Clerk your *Summons* and they will issue it.
 - Staple the *Summons* to the front of the copy of the *Petition* that will go to your spouse.
 - Get the name, address, and telephone number of the Sheriff for the county and the state where your spouse lives.
 - Call the Sheriff in that county to find out:
 - If it is the correct Sheriff's department for the address where you want your spouse served;
 - The address where you should bring or mail your *Summons* and *Petition*;
 - The number of copies of your *Summons* and *Petition* to bring or send; AND
 - The cost of Sheriff's fees for service and if they will honor your *Order for Waiver of Court Fees* (if you have one). If the Sheriff is in Illinois, the Sheriff must honor the waiver.
 - Anything else you need to do to get the *Summons* and *Petition* served on your spouse.
 - In person or by mail, ask the Sheriff in the county where the case was filed to serve your *Summons* and your *Petition* on your spouse.
 - In Person
 - Bring the correct number of copies of your *Summons* and your *Petition* to the Sheriff's office.
 - Pay the Sheriff's fees OR give the Sheriff a copy of your *Order for Waiver of Court Fees* (if you have one) to not be charged a fee.
 - By Mail
 - Mail the correct number of your *Summons* and your *Petition* to the Sheriff's office.
 - Include payment for the fees or your *Order for Waiver of Court Fees*.
 - Include the *Letter to the Sheriff* online at: illinoiscourts.gov/Forms/approved/Circuit.asp.
 - Include a self-addressed and stamped envelope for the Sheriff to mail the *Return of Service* to you.

Confirm the Sheriff served your *Petition* on your spouse.

- After the Sheriff serves your spouse with your *Petition*, they will fill out the *Return of Service* section of your *Summons* form and file it with the Circuit Clerk or mail it to you.
- If the Sheriff files the *Summons* with the completed *Return of Service* directly with the Circuit Clerk, call the Circuit Clerk to find out if it has been filed. If it has been filed, ask the Circuit Clerk how to get a copy.
- If the Sheriff mails the *Summons* with the completed *Return of Service* to you, make a copy for yourself and file the original with the Circuit Clerk.
- If the Sheriff was not able to serve your spouse, ask them why. You should try to fix the problem and then fill out another *Summons* (called an Alias Summons), have it issued by the Circuit Clerk, and ask the Sheriff to try to serve your spouse again.

Wait for your spouse to file a response with the Circuit Clerk.

- Once the Sheriff serves your forms on your spouse, your spouse has 30 days to file an Appearance and a response with the Circuit Clerk.
- If you do not get a copy of your spouse's Appearance and response within the 30 days, call the Circuit Clerk to ask if there is an Appearance and response in the file or log into the EFSP you used to file your document and see if it is there.
- If your spouse files an Appearance and response, you may then get a court date from the Circuit Clerk.
- After the 30 days from the date of service, you may get a court date from the Circuit Clerk whether or not your spouse filed an Appearance and response.

Ask for a court date.

- Ask the Circuit Clerk if you have to schedule a court date or if one will be scheduled automatically.
- If you need to schedule the court date, ask the Circuit Clerk how to do so. The Circuit Clerk may schedule the court date or you may have to speak with other court staff.
- When you get your court date, ask if the court will send notice of the hearing to your spouse or if you need to.
- If you need to send notice, complete a *Notice of Court Date* found online at:
illinoiscourts.gov/Forms/approved/Circuit.asp.

STEP 3: HOW TO GET READY FOR COURT AND PRESENT YOUR CASE TO THE JUDGE

Follow the instructions in **Part A** if you and your spouse agree on all issues and your spouse will attend the court date with you.

Follow the instructions in **Part B** if you and your spouse do not agree on all issues. This includes cases where your spouse has not filed an *Appearance* or response in the case and may not appear at the court date.

A. AGREEMENT**Get ready for your court date.**

- Decide and write down all the things you and your spouse have agreed on including:
 - What property will be awarded to each of you;
 - Who will be responsible for each of the debts;
 - Whether either of you will receive maintenance and how much; AND
 - Who will make decisions for the children and the parenting time schedule.
- Follow the instructions on the *Judgment of Dissolution of Marriage/Civil Union (Divorce with Children)* to add all of your agreements to the *Judgment*. Both you and your spouse must initial each page of the *Judgment*.
- Follow the instructions on the *Parenting Plan*, to add all of your agreements to the *Parenting Plan*. Both you and your spouse must initial each page of the *Parenting Plan*.
- If child support is going to be ordered, complete an *Order for Support*. That form and instructions are found online at:
illinoiscourts.gov/Forms/approved/Circuit.asp.

Go to your court date.

- You should have either received a court date and time from the Circuit Clerk in person or on a written notice from the Circuit Clerk. If you cannot find your court date and time, call the Circuit Clerk.
- Bring these items with you to court:
 - Copies of all the documents you filed with the Circuit Clerk; AND
 - Copies of the *Judgment of Dissolution of Marriage/Civil Union (Divorce with Children)*, *Parenting Plan*, and *Order for Support* (if needed).
- Get to the courthouse at least 30 minutes early.
- Go to the courtroom number listed on your court form. If your forms do not have a courtroom number, look for a list of cases at the courthouse or ask the Circuit Clerk.
- Check in with the courtroom staff and wait for your name and case number to be called.
- When your case is called, walk to the judge and introduce yourself.

Present your case to the judge.

- Give the judge your prepared *Judgment of Dissolution of Marriage/Civil Union (Divorce with Children)*, *Parenting Plan*, and *Order for Support* (if needed).
- Tell the judge you and your spouse have an agreement and the details of that agreement.
- If the judge approves your agreement, the *Judgment*, *Parenting Plan*, and *Order for Support* will be signed.
 - Get a copy of the *Judgment*, *Parenting Plan*, and *Order for Support* that were entered by the judge.

B. NO AGREEMENT**Get ready for your court date.**

- Decide and write down:
 - What you want to ask the judge to do for you;
 - What you will say to the judge if asked to tell your side of the case; AND
 - Questions you have for witnesses, if there are any.
- Gather and make copies of pictures and documents you want the judge to see. Bring the original for the judge and one copy for you and your spouse.
- If you want the judge to hear from other people, those people will have to come to court and be witnesses (in most cases, you cannot bring in written statements of witnesses).
- Follow the instructions on the *Judgment of Dissolution of Marriage/Civil Union (Divorce with Children)* to complete only those sections you can fill out in advance.
- If you have not already completed and filed your *Parenting Plan*, complete it now. The instructions on the *Parenting Plan* will help you do this.
- If child support is going to be ordered, complete an *Order for Support*. That form and instructions are found online at: illinoiscourts.gov/Forms/approved/Circuit.asp.

Go to your court date.

- You should have either received a court date and time from the Circuit Clerk in person or on a written notice from your spouse or Circuit Clerk. If you cannot find your court date and time, call the Circuit Clerk.
- Bring these items with you to court:
 - Copies of all the documents you filed with the Circuit Clerk;
 - Any witnesses you want to testify and any documents you want the judge to look at; AND
 - Copies of the *Judgment of Dissolution of Marriage/Civil Union (Divorce with Children)*, *Parenting Plan*, and *Order for Support* (if needed).
- Get to the courthouse at least 30 minutes early.
- Go to the courtroom number listed on your court form. If your forms do not have a courtroom number, look for a list of cases at the courthouse or ask the Circuit Clerk.
- Check in with the courtroom staff and wait for your name and case number to be called.
- When your case is called, walk to the judge and introduce yourself.

Present your case to the judge.**If your spouse does not come to court.**

- Give the judge your prepared *Judgment of Dissolution of Marriage/Civil Union (Divorce with Children)*, *Parenting Plan*, and *Order for Support* (if needed).
- Tell the judge what you want ordered in the *Judgment*, *Parenting Plan*, and *Order for Support* (if needed).
- Tell the judge if you have documents to present or witnesses to testify.
- The judge will decide if documents and witnesses are necessary.
- The judge might ask you questions rather than look at documents and listen to witnesses.
- If the judge gives you the divorce, the *Judgment*, *Parenting Plan*, and *Order for Support* will be signed.
 - Get a copy of the each order that was entered by the judge.
 - If your spouse was not in court to get a copy, you must send them a copy of each order by 5:00 p.m. on the date you get the *Judgment*. Fill out and file a *Proof of Delivery* form with the Circuit Clerk to show that you sent the copy. You can find the *Proof of Delivery* online at: illinoiscourts.gov/Forms/approved/Circuit.asp.

If your spouse comes to court.

- Tell the judge your side of the case and answer questions.
- Show evidence including documents and photos.
- Give a copy to the judge and a copy to your spouse. Be prepared to explain why the document or photo is important.
- Question witnesses.
 - Tell the judge the name of your witnesses.
 - Ask the witnesses questions you prepared in advance.
 - The judge and your spouse can ask questions of your witnesses when you are done.
- The judge decides whether the documents, photos, or witness testimony can be considered in making a decision about your case.
- Tell the judge you have brought a *Judgment of Dissolution of Marriage/Civil Union (Divorce with Children)*, *Parenting Plan*, and *Order for Support* (if needed).

What do I do when my spouse presents their case? (If your spouse does not appear for the court date, this part will not happen.)

- Your spouse will also get to present their case by testifying, giving the judge evidence, and questioning witnesses.
- You will get to see any documents and photos your spouse brings to court. If you do not think the judge should consider them in making a decision about your case, tell the judge why.
- You may ask questions of your spouse's witnesses. Write down your questions while they are speaking to your spouse or judge.

What happens after both sides present their case? (If your spouse does not appear for the court date, this will happen after you present your case to the judge.)

- The judge has to make a decision. The decision is called the *Judgment of Dissolution of Marriage/Civil Union (Divorce with Children)*.
- If the judge needs more information to make a decision, the judge may set up another court date. Make sure you understand what information is needed and get it before the new court date.
- If the judge needs more time to make a decision, the judge will let you know the decision later by mailing a court order or at another court date.
- If the judge has enough information, the judge may decide right then to enter the *Judgment of Dissolution of Marriage/Civil Union (Divorce with Children)*, *Parenting Plan*, and *Order for Support*.
 - Get a copy of the each order that was entered by the judge.

- In other counties, if the judge orders you to get a transcript, speak with the Circuit Clerk for more information about how to do that.
- Send a copy of the *Judgment* to your spouse either by hand or by mail and file a *Proof of Delivery* with the Circuit Clerk. You can find the *Proof of Delivery* online at: illinoiscourts.gov/Forms/approved/Circuit.asp.

STEP 4: WHAT DO I DO AFTER THE COURT DATE?

There are several things you need to do after your court date.

- If you got permission to go back to a former name, ask the Circuit Clerk to certify your copy of the *Judgment of Dissolution of Marriage/Civil Union (Divorce with Children)*. There may be a fee for this.
- The Secretary of State and Social Security Administration will want to see a certified copy of the *Judgment* before changing your name in their records.
- Keep your copies of all of your court papers in a safe place. If you lose any court papers that were filed with the Circuit Clerk, you can get another copy there. There may be a charge for those copies.
- In Cook County, and in some other counties, the judge may ask you to get a transcript of the court hearing from the court reporter for the court file. Some judges will not sign your *Judgment of Dissolution of Marriage/Civil Union (Divorce with Children)* until you return the transcript to the court.
- In Cook County, if the judge orders you to get a transcript follow these steps:
 - If you have a fee waiver, ask the judge to enter an Order for Free Transcript;
 - Call the court reporter's office 3 to 4 weeks after your court date at (312) 603-8405 to make sure the transcript is ready; if you do not have the Order for Free Transcript, ask what you will be charged for the transcript;
 - When the transcript is ready, pick it up at 69 W. Washington St., 9th Floor, Chicago; you will need to bring the Order for Free Transcript or pay the transcript fee; AND
 - Sign the last page of the transcript and return it to the judge's clerk in the courtroom where you got the divorce.

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY		PETITION FOR DISSOLUTION OF MARRIAGE / CIVIL UNION (DIVORCE WITH CHILDREN)	<i>For Court Use Only</i>
Instructions ▼ Directly above, enter the county where you will file this case. <hr/> Enter your name as Petitioner. <hr/> Enter the name of your spouse as Respondent. <hr/> The Circuit Clerk will add a Case Number.	<hr/> Petitioner <i>(First, middle, last name)</i> v. <hr/> Respondent <i>(First, middle, last name)</i>		<hr/> Case Number

1. I am Petitioner in this case.
2. I am providing the following information about where I live and where Respondent (*my spouse*) lives:

In **2a**, if you check
“Yes,” enter the date
you started living in
Illinois.

In **2b**, if you check
“Yes,” enter the date
Respondent started
living in Illinois.

In **3a**, enter your age.

In **3b**, check all boxes that apply to you.

If you are employed, enter your job title and the name of your employer.

In **3c**, if you want to go back to a former name, check “Yes” and enter that name.

a. I live in Illinois

☐ Yes, since: _____
Date

☐ No

b. Respondent lives in Illinois

☐ Yes, since: _____
Date

☐ No☐ Do not know

- 3. I am providing the following information about myself:**

a. Age:

b. I am employed (*check all that apply*):

☐ Yes ☐ No ☐ I receive Social Security benefits

I am employed as:

Job Title

I am employed by:

Employer Name

c. I would like to go back to a maiden or a former married name:

☐ Yes ☐ No

Former name:

First

Middle

Last

- 4. I am providing the following information about Respondent (*my spouse*):**

a. Age:

b. I know Respondent's current address: ☐ Yes ☐ No

Address:

Street, Apt #

City

State

ZIP

c. Phone Number:

In **4a**, enter
Respondent's age.

In **4b**, check the box that applies. Enter Respondent's current complete address if known.

In **4c**, enter
Respondent's current
phone number.

In **4d**, check all boxes that apply to Respondent.

If Respondent is employed, enter their job title and the name of their employer.

In **4e**, check the box that applies.

If Respondent is on active duty with the military, you cannot use this form unless Respondent files an appearance.

In **5**, check whether it is a marriage or civil union.

In **5a**, enter the date you were married/united.

In **5b**, enter the county, state, and country where the marriage/civil union happened.

In **5c**, check "Yes" if this is the first time you or Respondent have filed for divorce from each other.

In **5d**, enter the date you separated.

In **6a**, first check "Yes" if you are pregnant. Then say if the child is Respondent's.

In **6b**, first check "Yes" if Respondent is pregnant. Then say if the child is yours.

In **6c**, check "None" if you have no children with Respondent, who are under the age of 18. Otherwise, list the name and date of birth of each child in the box.

d. Respondent is employed:

☐ Yes ☐ No ☐ Do not know

☐ Respondent receives Social Security benefits

Respondent is employed as: _____

Job Title

Respondent is employed by: _____

Employer Name

e. Respondent is currently on active duty as a member of the Armed Forces of the United States of America:

☐ Yes ☐ No ☐ Do not know

5. I am providing the following information about the ☐ Marriage ☐ Civil Union:

a. We were married/united on: _____

Date

b. We were married/united in: _____

County

State

Country

c. This is the first time that either Respondent or I have filed for dissolution of marriage or civil union in Illinois or any other state:

☐ Yes ☐ No

d. We have been separated since: _____

Date

e. Irreconcilable differences have caused the irretrievable breakdown of the marriage or civil union.

6. I am providing the following information about children:

a. I am pregnant.

☐ Yes ☐ No

Respondent is the parent of the unborn child:

☐ Yes ☐ No ☐ Do not know

b. Respondent is pregnant.

☐ Yes ☐ No ☐ Do not know

I am the parent of the unborn child:

☐ Yes ☐ No ☐ Do not know

c. The minor children (*under the age of 18*) born to or adopted together by me and Respondent before or during our marriage/civil union are:

☐ None (*if you check this box, do not complete Sections 6 (d-g) or Section 7*)

	Name	Date of Birth
1.		
2.		
3.		

☐ I have listed additional minor children on the attached *Additional Minor Children* form.

In **6d**, check the box that applies to the children listed in **6c**.
If one or more of the children live with someone else, enter the first and last name of the non-parent, and the names of the children who live with the non-parent.

d. The minor children currently live:

- ☐ Primarily with me.
☐ Primarily with Respondent.
☐ With both of us.
☐ Not with either parent, but with someone else:

	Name of Non-Parent	Names of Children Living with the Non-Parent
1.		
2.		
3.		

Other places the minor children have lived in the last 5 years:

	City	State
1.		
2.		
3.		

In the past 5 years the children have lived with someone else and not with either parent:

- ☐ Yes ☐ No

	Name of Non-Parent	City	State
1.			
2.			
3.			

In **6e**, check "Yes" if the children listed in **6c** have lived in Illinois for at least 6 months.

e. The minor children listed in Section 6c have lived in Illinois for the last 6 months:

- ☐ Yes ☐ No

In **6f**, check "None" if you have no children with Respondent who are 18 or older. Otherwise, list the name and age of each child 18 or older.

f. The adult children (*age 18 or older*) born to or adopted together by me and the Respondent before or during our marriage/civil union are:

- ☐ None

	Name	Age	Disabled	In School
1.			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> I have listed additional adult children on the attached <i>Additional Adult Children</i> form.				

g. The **other** children born to or adopted by either me or Respondent, but not both of us, during this marriage/civil union are:

- ☐ None

	Name	Date of Birth	Born to or Adopted by
1.			<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
2.			<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
3.			<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
<input type="checkbox"/> I have listed additional children on the attached <i>Additional Other Children</i> form.			

In **6g**, check "None" if the only children you had during the marriage/civil union are listed in **6c** and **6f**.
If you or Respondent separately had or adopted other children during the marriage/civil union, list their names and birthdates here.
Check the box to say whether the child belongs to you or Respondent.

In **7a**, check the box that applies to the children listed in **6c**. Check “Yes” only if there is a court order giving someone else rights to the children or if there is a current court case in which someone else is asking for rights to the children.

In **7b**, check the box that applies to the children listed in **6c**.
If there is or was another court case, enter the county and state where it is or was and whether the case is still going on.
If the case is still going on, enter the next court date.

In **7c**, check the first box if you are attaching the *Parenting Plan* form. Check the second box if you will file it within 120 days of the date you file this *Petition*.

In **8a**, check “Yes” if you or Respondent have unpaid debts from after the date of the marriage/civil union. Check “No” only if you are sure there are no unpaid debts.

In **8b**, check “Yes” only if you and Respondent have agreed on who will pay which debts.

In **9a**, check “Yes” if either of you got any personal property after the date of the marriage/civil union. Check “No” only if you are sure there is no personal property.

In **9b**, check “Yes” only if you and Respondent have already divided all the personal property.

7. I am providing the following information about the care of the children:

- a. There is another person, that is not Respondent or me, who claims to have an allocation of parental responsibility or parenting time (*custody/visitation rights*):
☐ Yes ☐ No
 Information about the person claiming allocation of parental responsibility or parenting time:
 Name: _____
 First *Last*
 Address: _____
 Street, Apt # *City* *State* *ZIP*
- b. I know of other court cases about the allocation of parental responsibility or parenting time:
☐ Yes ☐ No
 Information about the other court cases:
 Case Name: _____
 Petitioner v. Respondent
 Case Location: _____
 County *State*
 Case Number: _____
 This case is still ongoing: ☐ Yes ☐ No
 The next court date is: _____
 Date
- c. Allocation of parental responsibility:
- ☐ I have attached my *Parenting Plan* form to this *Petition*
- ☐ I will file my *Parenting Plan* form within 120 days of the date I file this *Petition*

8. I am providing the following information about all of the debts that Respondent and I have after the date we got married/united (*both individually and as a couple*):

- a. Respondent and I have debts from the time of the marriage/civil union that are still owed *(either together or individually)*:
☐ Yes ☐ No
- b. Respondent and I have already divided the debts from the time of the marriage/civil union that are still owed:
☐ Yes ☐ No

9. I am providing the following information about all of the personal property including bank accounts that Respondent and I own *(both individually and as a couple)*:

- a. Respondent and I own personal property and/or bank accounts obtained during the marriage/civil union.
☐ Yes ☐ No
- b. Respondent and I have already divided the personal property and/or bank accounts obtained during the marriage/civil union.
☐ Yes ☐ No

In **10a**, check "Yes" if together you and Respondent own a home, have a mortgage, or have a contract for deed.

In **10b**, check "Yes" if you own a home, have a mortgage, or have a contract for deed.

In **10c**, check "Yes" if Respondent owns a home, has a mortgage, or has a contract for deed.

In **11a**, check the box that applies to you.

In **11b**, check the box that applies to Respondent.

In **12**, check "Yes" if you have any claims that you are owed for money damages or injuries, whether you have filed the case or not.

In **13a**, check "Yes" if you can support yourself. Check "No" if you need support from Respondent.

In **13b**, check "Yes" if Respondent can support himself/herself.

In **C**, check "Yes" if you want child support to be ordered.

In **D**, check "Yes" if you want support for an adult disabled child or for college expenses for an adult child.

In **I**, check "Me" if you want to get maintenance from Respondent. Check "Respondent" if you want to pay maintenance to Respondent. Check "Neither" if you do not want to get or pay maintenance.

In **J**, check "Yes" if you want to go back to using a former name.

10. I am providing the following information about real estate:

- a. Respondent and I own or are buying real estate together:
☐ Yes ☐ No
- b. I own or am buying real estate separately:
☐ Yes ☐ No
- c. Respondent owns or is buying real estate separately:
☐ Yes ☐ No ☐ Do not know

11. I am providing the following information about pension/retirement accounts:

- a. I have pension or retirement accounts (*including IRAs*):
☐ Yes ☐ No
- b. Respondent has pension or retirement accounts (*including IRAs*):
☐ Yes ☐ No ☐ Do not know

12. I have a claim for money for injuries or damages that I have suffered (*worker's compensation, personal injury, accident, etc.*):

☐ Yes ☐ No

13. I am providing the following information about maintenance (*also known as alimony*):

- a. I am able to support myself without maintenance:
☐ Yes ☐ No
- b. Respondent is able to support himself/herself without maintenance:
☐ Yes ☐ No ☐ Do not know

I ASK THE COURT TO ORDER:

- A.** A *Judgment of Dissolution of Marriage/Civil Union (Divorce With Children)* for me and my spouse.
- B.** That the *Parenting Plan* for the minor children that I file be approved.
- C.** Child support for the care or education of the minor children:
☐ Yes ☐ No
- D.** Support for the care or education of the adult children:
☐ Yes ☐ No
- E.** That I get to keep all of my non-marital/non-civil union property.
- F.** That Respondent gets to keep all of their non-marital/non-civil union property.
- G.** A fair division of the marital/civil union property.
- H.** A fair division of the debts obtained during the marriage/civil union.
- I.** That maintenance be awarded to:
☐ Me ☐ Respondent ☐ Neither
- J.** That after the divorce I be allowed to return to using my former name:
☐ Yes ☐ No ☐ Not applicable

Under the Code of Civil Procedure, [735 ILCS 5/1-109](#), making a statement on this form that you know to be false is perjury, a Class 3 Felony.

If you are completing this form on a computer, sign your name by typing it. If you are completing it by hand, sign and print your name.

Enter your complete current address and telephone number. If you need to keep your address secret from your spouse because of domestic violence, you may use another address. That address must be one at which you can receive mail about the case.

I certify that everything in the *Petition For Dissolution Of Marriage / Civil Union (Divorce with Children)* is true and correct. I understand that making a false statement on this form is perjury and has penalties provided by law under [735 ILCS 5/1-109](#).

/s/

Your Signature

Street Address

Print Your Name

City, State, ZIP

Telephone

GETTING COURT DOCUMENTS BY EMAIL: If you agree to receive court documents by email, check the box below and enter your email address. You should use an email account that you do not share with anyone else and that you check every day. If you do not check your email every day, you may miss important information or notice of court dates. Other parties may still send you court documents by mail.

☐ I agree to receive court documents at this email address during my entire case.

Email

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY		ENTRY OF APPEARANCE (PETITION FOR DISSOLUTION OF MARRIAGE/CIVIL UNION)		<i>For Court Use Only</i>	
Instructions ▼		<div> <div>_____</div> <div> Petitioner <i>(First, middle, last name)</i> </div> <div>v.</div> <div>_____</div> <div> Respondent <i>(First, middle, last name)</i> </div> </div>			
Directly above, enter the county where this case was filed.					
Enter the name of the person who filed this case as Petitioner.					
Enter the name of the Respondent.					
Enter the Case Number given by the Circuit Clerk.		<div>_____</div> <div> Case Number </div>			

<p>In 1, enter your full name.</p>	<p>1. I, _____, am the Respondent and enter my appearance in this case.</p> <p style="text-align: center; margin-left: 100px;"> <i>First</i> <i>Middle</i> <i>Last</i> </p>
---	---

<p>In 3, check “Yes” if you are currently on active duty in the military or were released or terminated from active duty in the last 90 days or “No” if you are not.</p>	<p>2. I want notice of any court dates in this case to be sent to me at the address below.</p> <p>3. I am currently on active duty in the U.S. military or I was released or terminated from active duty within the last 90 days:</p> <p> <input type="checkbox"/> Yes <input type="checkbox"/> No </p>
---	--

IMPORTANT:	If you are currently on active duty with the U.S. Military you have important rights that you may be giving up by signing this document. See 50 USC §§ 3931 to 3938a for more information or contact the Illinois Armed Forces Legal Aid Network at 855-452-3526 to speak to an attorney.
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Under the Code of Civil Procedure, 735 ILCS 5/1-109 , making a statement on this form that you know to be false is perjury, a Class 3 Felony.	<p>I certify that everything in the <i>Entry Of Appearance</i> is true and correct. I understand that making a false statement on this form is perjury and has penalties provided by law under 735 ILCS 5/1-109.</p>	
If you are completing this form on a computer, sign your name by typing it. If you are completing it by hand, sign and print your name.	<div>/s/</div> <div>_____</div> <div><i>Your Signature</i></div>	<div>_____</div> <div><i>Street Address</i></div>
	<div>_____</div> <div><i>Print Your Name</i></div>	<div>_____</div> <div><i>City, State, ZIP</i></div>
Enter your complete		<div>_____</div> <div><i>Telephone</i></div>

<p>current address and telephone number. If you need to keep your address secret from your spouse because of domestic violence, you may use another address. That address must be one at which you can receive mail about the case.</p>	<p>GETTING COURT DOCUMENTS BY EMAIL: If you agree to receive court documents by email, check the box below and enter your email address. You should use an email account that you do not share with anyone else and that you check every day. If you do not check your email every day, you may miss important information or notice of court dates. Other parties may still send you court documents by mail.</p>
	<p><input type="checkbox"/> I agree to receive court documents at this email address during my entire case.</p> <p>_____</p> <p><i>Email</i></p>

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY	NON-MARITAL REAL ESTATE	<i>For Court Use Only</i>
Instructions ▼ Directly above, enter the county where you filed this case. Enter your name as Petitioner. Enter the name of your spouse/partner as Respondent. Enter the Case Number given by the Circuit Clerk.	<div style="border-bottom: 1px solid black; margin-bottom: 10px;"> Petitioner <i>(First, middle, last name)</i> </div> <div style="margin-bottom: 10px;"> V. </div> <div style="border-bottom: 1px solid black;"> Respondent <i>(First, middle, last name)</i> </div>	<div style="border-bottom: 1px solid black; margin-top: 20px;"> Case Number </div>

Enter the address of the non-marital real estate.	Address <i>(street, city, state, zip)</i>	Date Acquired	Owner of Real Estate <input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent	Why is it non-marital? <input type="checkbox"/> Acquired before marriage <input type="checkbox"/> Acquired by inheritance <input type="checkbox"/> Acquired by gift <input type="checkbox"/> Other

Address <i>(street, city, state, zip)</i>	Date Acquired	Owner of Real Estate <input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent	Why is it non-marital? <input type="checkbox"/> Acquired before marriage <input type="checkbox"/> Acquired by inheritance <input type="checkbox"/> Acquired by gift <input type="checkbox"/> Other

Address <i>(street, city, state, zip)</i>	Date Acquired	Owner of Real Estate <input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent	Why is it non-marital? <input type="checkbox"/> Acquired before marriage <input type="checkbox"/> Acquired by inheritance <input type="checkbox"/> Acquired by gift <input type="checkbox"/> Other

Address <i>(street, city, state, zip)</i>	Date Acquired	Owner of Real Estate <input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent	Why is it non-marital? <input type="checkbox"/> Acquired before marriage <input type="checkbox"/> Acquired by inheritance <input type="checkbox"/> Acquired by gift <input type="checkbox"/> Other

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY		SUMMONS PETITION FOR DISSOLUTION OF MARRIAGE/CIVIL UNION	<i>For Court Use Only</i>
Instructions ▼			
Directly above, enter the county where you filed this case.			
Enter your name as Petitioner.			
Enter the name of your spouse/partner as Respondent.			
Enter the Case Number given by the Circuit Clerk.	Petitioner <i>(First, middle, last name)</i> V. Respondent <i>(First, middle, last name)</i>		Case Number

To Respondent:

Street, Apt #

City

State

Zip

You are summoned and required to file an answer to the *Petition for Dissolution of Marriage/Civil Union* in this case, a copy of which is attached, or otherwise file your appearance in the office of the Clerk of this Court, _____

Illinois, within 30 days after service of this *Summons*, not counting the day of service.

City

IF YOU FAIL TO DO SO, A JUDGMENT BY DEFAULT MAY BE TAKEN AGAINST YOU FOR THE RELIEF ASKED IN THE *PETITION*. YOU ARE FURTHER NOTIFIED THAT A DISSOLUTION ACTION STAY IS IN FULL FORCE AND EFFECT UPON SERVICE OF THIS *SUMMONS*. THE CONDITIONS OF THE STAY ARE SET FORTH ON PAGE 4 OF THIS *SUMMONS*. **ANY PERSON WHO FAILS TO OBEY THE DISSOLUTION ACTION STAY MAY BE SUBJECT TO PUNISHMENT FOR CONTEMPT.**

Attention: E-filing is now mandatory for documents in civil cases with limited exemptions. To e-file, you must first create an account with an e-filing service provider. Visit <http://efile.illinoiscourts.gov/service-providers.htm> to learn more and to select a service provider. If you need additional help or have trouble e-filing, visit <http://www.illinoiscourts.gov/faq/gethelp.asp> or talk with your local circuit clerk's office.

To the Officer: This *Summons* must be returned by the Officer or other person to whom it was given for service, with endorsement of service and fees, if any, immediately after service. If service cannot be made, this *Summons* shall be returned so endorsed. This *Summons* may not be served later than 30 days after its date.

DO NOT complete.

(Seal of Court)

WITNESS

Signature

Clerk of the _____ Judicial Circuit, and the seal
thereof, at _____ Illinois

Dated

Prepared by:

Street Address:

City, State, ZIP:

Phone Number:

Circuit Clerk

Enter your name, address, and phone number. If you do not want your spouse to know your address because of domestic violence, you may use another address. That address must be one at which you can receive mail about the case.

DO NOT complete.
The sheriff will
complete this after
serving *Summons*.

Date of Service: _____,

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY	SUMMONS PETITION FOR DISSOLUTION OF MARRIAGE/CIVIL UNION (COPY FOR RESPONDENT)	<i>For Court Use Only</i>
Instructions ▼ Directly above, enter the county where you filed this case. Enter your name as Petitioner. Enter the name of your spouse/partner as Respondent. Enter the Case Number given by the Circuit Clerk.	_____ Petitioner (<i>First, middle, last name</i>) v. _____ Respondent (<i>First, middle, last name</i>)	_____ Case Number

To Respondent:

_____ *Street, Apt #* _____ *City* _____ *State* _____ *Zip*

You are summoned and required to file an answer to the *Petition for Dissolution of Marriage/Civil Union* in this case, a copy of which is attached, or otherwise file your appearance in the office of the Clerk of this Court, _____

County

_____ Illinois, within 30 days after service of this *Summons*, not counting the day of service.

City

IF YOU FAIL TO DO SO, A JUDGMENT BY DEFAULT MAY BE TAKEN AGAINST YOU FOR THE RELIEF ASKED IN THE *PETITION*. YOU ARE FURTHER NOTIFIED THAT A DISSOLUTION ACTION STAY IS IN FULL FORCE AND EFFECT UPON SERVICE OF THIS *SUMMONS*. THE CONDITIONS OF THE STAY ARE SET FORTH ON PAGE 4 OF THIS *SUMMONS*. **ANY PERSON WHO FAILS TO OBEY THE DISSOLUTION ACTION STAY MAY BE SUBJECT TO PUNISHMENT FOR CONTEMPT.**

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To the Officer: This *Summons* must be returned by the Officer or other person to whom it was given for service, with endorsement of service and fees, if any, immediately after service. If service cannot be made, this *Summons* shall be returned so endorsed. This *Summons* may not be served later than 30 days after its date.

DO NOT complete.

(Seal of Court)

WITNESS

Signature

Clerk of the _____ Judicial Circuit, and the seal
thereof, at _____ Illinois

Dated _____

Prepared by: _____

Street Address: _____

City, State, ZIP: _____

Phone Number: _____

Circuit Clerk

Enter your name, address, and phone number. If you do not want your spouse to know your address because of domestic violence, you may use another address. That address must be one at which you can receive mail about the case.

DO NOT complete. The sheriff will complete this after serving *Summons*.

Date of Service: _____ , _____

CONDITIONS OF DISSOLUTION ACTION STAY

750 ILCS 5/501.1

- (a) Upon service of a summons and petition or praecipe filed under the Illinois Marriage and Dissolution of Marriage Act or upon the filing of the respondent's appearance in the proceeding, whichever first occurs, a dissolution action stay shall be in effect against both parties, without bond or further notice, until a final judgement is entered, the proceeding is dismissed, or until further order of the court:
 - (1) restraining both parties from physically abusing, harassing, intimidating, striking, or interfering with the personal liberty of the other party or the minor children of either party;
and
 - (2) restraining both parties from concealing a minor child of either party from the child's other parent. The restraint provided in this subsection (a) does not operate to make unavailable any of the remedies provided in the Illinois Domestic Violence Act of 1986.
- (b) (Blank).
- (c) (Blank).
- (d) (Blank).
- (e) In a proceeding filed under this Act, the summons shall provide notice of the entry of the automatic dissolution action stay in a form as required by applicable rules.

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY		PARENTING PLAN <i>(check the correct box)</i> <input type="checkbox"/> Petitioner's Parenting Plan <input type="checkbox"/> Respondent's Parenting Plan <input type="checkbox"/> Agreed Parenting Plan <input type="checkbox"/> Court's Parenting Plan	<i>For Court Use Only</i>
Instructions ▼ Directly above, enter the county where you filed this case. Enter the full name of Petitioner, Respondent, and the case number as listed on the <i>Petition for Dissolution of Marriage/Civil Union (Divorce with Children)</i> . Check the box for whose <i>Parenting Plan</i> this is.	_____ Petitioner <i>(First, middle, last name)</i> v. _____ Respondent <i>(First, middle, last name)</i>		_____ Case Number

Do not complete **1a** if
Petitioner's information
is protected because of
domestic violence or
abuse.

1. Parent Information:

a. Petitioner's contact information:

Name: _____
First Middle Last

Address: _____
Street Address, Apt.

City _____ State _____ ZIP _____

Phone number: _____

Email: _____

Petitioner is employed: ☐ Yes ☐ No

Employer name:

Employer address: _____
Street Address

City	State	ZIP
------	-------	-----

Employer phone number: _____

b. Respondent's contact information:

Name: _____

First *Middle* *Last*

Address: _____
Street Address, Apt.

City	State	ZIP
------	-------	-----

Phone number:

Email: _____

Respondent is employed: ☐ Yes ☐ No

Employer name:

If this is an agreement,
enter initials on each
page.

Petitioner's initials:

Respondent's initials:

Enter the Case Number given by the Circuit Clerk: _____

Employer address: _____
Street Address

City State ZIP

Employer phone number: _____

For 1c, if you plan to move, review **Section 10 (Relocation of Minor Children)** to see if that Section applies to your move.

In 2, list the name and birth date for the minor children of the parties. This plan is only for children who are younger than 18.

- c. If a parent plans to move, they must give the other parent at least 60 days notice, or notice as soon as possible of (1) the intended move date; and (2) the new address unless the address is protected because of domestic violence or abuse.

2. This Parenting Plan is for the Following Children Born to or Adopted by the Parties:

	Name	Date of Birth
1.		
2.		
3.		

☐ I have listed additional minor children on the attached *Additional Minor Children* form.

3. Rights and Responsibilities of Both Parents:

Each parent must:

- Make day-to-day decisions for the children when they have them, such as routine discipline, minor medical treatment, curfew, chores, and hygiene.
- Give the other parent the name, address, and telephone number of any health care provider for the children.
- Have access to the children's school records, child care information, extracurricular activity schedules, and medical, dental, and mental health records unless access is denied by the court.
- Notify the other parent as soon as possible of emergencies, health care, travel plans, or other significant child-related issues.

4. Significant Decision Making (check only one option for each category):

- Education decisions (includes choice of schools and tutors) will be made by:
☐ Both parents ☐ Petitioner ☐ Respondent
- Health decisions (includes medical, dental, and psychological decisions) will be made by:
☐ Both parents ☐ Petitioner ☐ Respondent
- Religious decisions will be made by:
☐ Both parents ☐ Petitioner ☐ Respondent ☐ Reserved
- Extracurricular/recreational activities decisions will be made by:
☐ Both parents ☐ Petitioner ☐ Respondent

In 5a, decide which of the 3 options is best and then check the box in front it. Complete the rest of the information for your choice.

5. Parenting Time:

- a. Time During Monday – Friday

- ☐ 1. ☐ Petitioner ☐ Respondent will have the children Monday – Friday except for the following:
☐ Petitioner ☐ Respondent will have time with the children on:
☐ Monday ☐ Tuesday ☐ Wednesday ☐ Thursday ☐ Friday
from _____ ☐ a.m. ☐ p.m. until _____ ☐ a.m. ☐ p.m.
This will happen: ☐ every week ☐ every other week

Petitioner's initials: _____

Respondent's initials: _____

☐ 2. ☐ Petitioner ☐ Respondent will have time with the children during Monday – Friday on: _____

☐ 3. ☐ Petitioner ☐ Respondent will have no time during Monday – Friday

b. Time During the Weekend

☐ 1. ☐ Petitioner ☐ Respondent will have time with the children
☐ every other weekend ☐ every weekend
from _____ (day) at _____ ☐ a.m. ☐ p.m.
to _____ (day) at _____ ☐ a.m. ☐ p.m.

☐ 2. ☐ Petitioner ☐ Respondent will have time with the children during the weekend on: _____

☐ 3. No weekend time

The children will be with the other parent all other weekend time.

c. Holiday Schedule (check only one)

1. ☐ The holidays shall be divided between the parents as follows:
- In even-numbered years, Petitioner shall have the minor children on Group A holidays and Respondent shall have the minor children on Group B holidays.
 - In odd-numbered years, Petitioner shall have the minor children on Group B holidays and Respondent shall have the minor children on Group A holidays.

Group A Holidays:

- Thanksgiving Day
- Christmas Eve
- New Year's Eve
- _____

Group B Holidays:

- 4th of July
- Labor Day
- Christmas Day
- _____

2. ☐ The holidays shall be divided between the parents as follows:

Holiday	Time (include a.m./p.m.)		Even Years	Odd Years
	Start Time	End Time		
New Year's Day			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Mother's Day			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Memorial Day			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Father's Day			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
July 4 th			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Labor Day			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Halloween			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Thanksgiving Day			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Christmas Eve			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Christmas Day			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
New Year's Eve			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Other:			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Other:			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Other:			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Other:			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.
Other:			<input type="checkbox"/> Pet. <input type="checkbox"/> Res.	<input type="checkbox"/> Pet. <input type="checkbox"/> Res.

In **5b**, decide which of the 3 options is best and then check the box in front of it. Complete the rest of the information for your choice.

In **5c**, make a schedule for parenting time during the holidays. First read both options 1 and 2 and pick either option 1 or 2. If you want holidays that are not listed, you can write the holidays you want to add on the blank line in 1 or in the "other" boxes in option 2. In option 2, enter the start and end time for each holiday and check which parent has the holiday in even years and which has it in odd years.

Petitioner's initials: _____

Respondent's initials: _____

In **5d**, choose 1, 2 or 3.
If you choose 3, you
must write in the
schedule you want.

d. School Spring Break

1. ☐ No specific spring break schedule (*follow the regular parenting schedule*)
2. ☐ In even-numbered years, Petitioner shall have the entire spring break.
In odd-numbered years, Respondent shall have the entire spring break.
3. ☐ Other: _____

In **5e**, choose 1, 2 or 3.
If you choose 3, you
must write in the
schedule you want.

e. School Summer Break

1. ☐ No specific summer break schedule (*follow the regular parenting schedule*)
2. ☐ Each parent shall have _____ weeks in the summer:
 - In even-numbered years, Petitioner shall have first choice of dates.
 - In odd-numbered years, Respondent shall have first choice of dates.
 - Each parent will notify the other in writing by May 1st each year of the weeks they wish to have summer parenting time.
3. ☐ Other: _____

In **5f**, choose 1, 2 or 3.
If you choose 3, you
must write in the
schedule you want.

f. School Winter Break

1. ☐ No specific winter break schedule (*follow the regular parenting schedule*)
2. ☐ Each parent shall have one-half of the winter break:
 - In even-numbered years, Petitioner shall have the first half and Respondent shall have the second half.
 - In odd-numbered years, Respondent shall have the first half and Petitioner shall have the second half.
3. ☐ Other: _____

g. Conflict

If there is conflict, the priority will be:

1st Priority: Holiday

2nd Priority: School Break

3rd Priority: Regular Weekday/Weekend

For example, it is your weekend to have the children, but Saturday is July 4th and it is the other parent's turn to have July 4th. Because the Holiday schedule has 1st Priority, the other parent will get their time on July 4th even though it is your weekend.

- ☐ I have listed additional parenting time information on the attached *Additional Parenting Time* form.

If you need more room
to determine parenting
time, check the box and
fill out the *Additional
Parenting Time* form
and file it with this
Parenting Plan.

In **6**, read all the options
and choose which
option for transportation
works best. If you
choose "a", check which
parent will provide the
transportation.

6. Transportation of Children (*check only one*):

- a. ☐ Petitioner ☐ Respondent shall provide all transportation.
- b. ☐ Each parent shall pick up the children at the start of their parenting time.
- c. ☐ Each parent shall drop off the children at the end of their parenting time.

Petitioner's initials: _____

Respondent's initials: _____

Choose option **7a** or **7b**.
If you check **7b**, you must list the address where the drop off and pick up of the children will be.

In **8**, check **8a** if there will be no right of first refusal. Check **8b** if there will be a right of first refusal.

In **9**, state when the children can communicate with the other parent. In **9a**, you must choose one of the 3 options. If you check **Other**, you must list when the parent is able to communicate with the children.

Relocation is when a parent seeks to move with children for distances of over 25 or 50 miles (depending on county where they live).

10a explains that the parent who has majority or equal parenting and wants to relocate with children must obtain the permission of the other parent or the court.

10b sets out the information that must be in the notice and when the notice must be given.

7. Exchange of Children:

- a. ☐ Drop off and pick up of the children will be at Petitioner's and Respondent's homes unless both parties agree in advance to a different meeting place.
- b. ☐ Drop off and pick up of the children shall take place at: _____

8. First Refusal for Childcare:

- a. ☐ There is no right of first refusal.
- b. ☐ Each parent must offer the other a first right of refusal as follows:
- If a parent needs childcare for a period of 24 hours or more during their time with the children, they must give the other parent the option to care for the children before finding other childcare.
 - As soon as the need for childcare is known, the other parent must be immediately notified.
 - The parent offered the right to care for the children must accept the offer within 2 hours, otherwise the parent needing childcare may use another caregiver.
 - Transportation of the children is the same as for other parenting time.

9. Communication:

- a. The parent who does not have the children in their care may have electronic communication with the children (*check only one*):
- ☐ Anytime
- ☐ Every day between _____ ☐ a.m. ☐ p.m. to _____ ☐ a.m. ☐ p.m.
- ☐ Other: _____
- b. Electronic communication includes telephone, e-mail, text, video, etc.
- c. Electronic communication between the children and the other parent must not be unreasonably monitored or interrupted.

10. Relocation of Minor Children:

- a. If a parent with the majority of the parenting time or equal parenting time wishes to relocate with the children, they must have the agreement of the other parent or permission from the court when:
1. The children's primary residence is in Cook, DuPage, Kane, Lake, McHenry, or Will county and the move is within Illinois but more than 25 miles away from their current residence; OR
 2. The children's primary residence is in any other county in Illinois and the move is within Illinois but more than 50 miles away from their current residence; OR
 3. The move is outside of Illinois and more than 25 miles from the children's primary residence.
- b. The parent asking to relocate with the children must provide written notice to the other parent. The notice must:
1. Be given at least 60 days before the relocation unless that is impossible. If impossible, the notice must be given at the earliest date possible; AND
 2. State the date the parent plans to relocate; AND
 3. State whether the relocation is permanent or for a specific time period; AND
 4. State the new address, if known, unless the address is protected because of domestic violence or abuse.

Petitioner's initials: _____

Respondent's initials: _____

10c1 explains what to do if the parents agree on the move and no change to the *Parenting Plan* is needed.

10c2 explains what to do when the parents agree to the move and need to make changes to the *Parenting Plan*.

10d explains what to do if the parents agree with the move but can't agree about the changes to the parenting time schedule.

10e explains what to do when the other parent does not agree with the move.

Some state or federal laws require picking a custodian for the children. In **11a**, choose the parent with the majority of the parenting time. If there is equal parenting time, check the parent that will be receiving Federal and State benefits for the children, like SNAP or TANF.

In **11b**, choose the parent that has the majority of the parenting time with the children. If there is equal parenting time, check the parent whose address will be given to the school as the children's home address.

c. Agreement

1. If the parents agree on the move and no change is needed to the parenting time schedule, both parties shall sign the notices provided about the move and file it with the court. No court appearance is needed.
2. If the other parent agrees with the move but changes need to be made to parenting time schedule, and the parents are in agreement about the changes to the parenting time schedule, the moving parent must:
 - Have the other parent sign the notice provided about the move;
 - File the signed notice with the court; AND
 - File an updated parenting plan with the court. The court does not need to approve the relocation but the court must approve the changes to the *Parenting Plan*.

d. Partial Agreement

If the other parent agrees with the move, but both parents cannot agree on changes to the *Parenting Plan*, the moving parent must:

- Have the other parent sign the notice provided about the move;
- File the signed notice with the court;
- Follow the Resolving Disagreements process set out below to try to reach an agreement with the other parent about changes to the parenting time schedule; AND
- If no agreement can be reached after completing the Resolving Disagreements process, file a petition to modify the parenting time schedule with the court.

e. No Agreement

If the other parent does not agree with the move, the parent relocating must:

- Follow the Resolving Disagreements process set out below to try to reach an agreement with the other parent; AND
- If no agreement can be reached after completing the Resolving Disagreements process, file a petition with the court asking for permission to move.

11. Designation of Children's Custody and Residence for Other Purposes:

a. Designation of Custodian for Other Statutes

☐ Petitioner ☐ Respondent is the parent who has the majority of the parenting time with the children. This designation shall not affect parents' rights and responsibilities under the *Parenting Plan*.

b. Children's Residential Address

☐ Petitioner's ☐ Respondent's home is the children's residential address for school enrollment purposes only.

Petitioner's initials: _____

Respondent's initials: _____

12. Changing the *Parenting Plan*:

If a parent wants to change this *Parenting Plan*, they should talk and try to reach an agreement on their own.

Follow the steps in "a" if there is an agreement. Follow the steps in "b" if there is not.

a. Agreement

- Temporary changes may be made without filing a written agreement with the court.
- Permanent changes should be made by filing a new *Parenting Plan* with the court.

b. No agreement

- Follow the Resolving Disagreements process set out below to try to reach an agreement about changes to the *Parenting Plan*. If an agreement is reached, follow the steps in "a".
- If no agreement can be reached after completing the Resolving Disagreements process, file a petition with the court asking for changes to be made to this *Parenting Plan*.
- This *Parenting Plan* must be followed until the parents complete the Resolving Disagreements process and agree to a new plan or a new *Parenting Plan* is approved by the court.

Check 13a or b. If you check b, check the reason mediation is not required.

13. Resolving Disagreements (*mediation*):

If a parent wishes to change this *Parenting Plan* or feels the other parent is not following this *Parenting Plan*, the parents should talk and try to come to an agreement on their own.

If an agreement cannot be reached, parents must follow the steps below:

a. ☐ Mediation is required on all issues.

Parents must first try to come to an agreement through mediation.

- Both parents must cooperate in scheduling and participating in mediation.
- Both parents must split the cost of mediation equally unless otherwise ordered by the court.

If mediation is unsuccessful, a parent must file a petition to modify this *Parenting Plan* or a petition to enforce this *Parenting Plan* with the court.

Emergencies: In an emergency situation, a parent may file a petition with the court to get an immediate resolution without first going through mediation.

b. ☐ Mediation is not required because:

☐ One parent has all significant decision making responsibility.

☐ There is a history of domestic violence between the parties.

☐ Other reason: _____

A parent must file a petition to modify this *Parenting Plan* or a petition to enforce this *Parenting Plan* with the court.

Petitioner's initials: _____

Respondent's initials: _____

If this is your plan, sign it. If both parents agree, both parents must sign the plan.

DO NOT complete this section. The judge will sign and date here.

Petitioner

Respondent

APPROVED:

Judge

Date

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY	JUDGMENT OF DISSOLUTION OF MARRIAGE / CIVIL UNION (DIVORCE WITH CHILDREN)	<i>For Court Use Only</i>
Instructions ▼ Directly above, enter the county where you filed this case. Enter the full name of Petitioner, Respondent, and the case number as listed on the <i>Petition for Dissolution of Marriage/Civil Union (Divorce with Children)</i> .	_____ Petitioner (<i>First, middle, last name</i>) v. _____ Respondent (<i>First, middle, last name</i>)	_____ Case Number

DO NOT complete this section.

A court date was held on the *Petition for Dissolution of Marriage/Civil Union (Divorce with Children)* filed by the Petitioner. The court heard the testimony of ☐ Petitioner ☐ Respondent and considered all of the evidence and relevant parts of the Illinois Marriage and Dissolution of Marriage Act (750 ILCS 5/101 *et seq*).

The Court makes the following findings of fact:

1. Present in Court:

- a. Petitioner present: ☐ Yes ☐ No
☐ represented by Lawyer: _____
- b. Respondent present: ☐ Yes ☐ No
☐ represented by Lawyer: _____

2. Jurisdiction:

- a. This court has jurisdiction of the subject matter and ☐ Petitioner ☐ Respondent
- b. Respondent is in default: ☐ Yes ☐ No
- c. Respondent is currently on active duty as a member of the Armed Forces of the United States of America: ☐ Yes ☐ No ☐ Unknown
- d. This Court has jurisdiction under the Uniform Child-Custody Jurisdiction and Enforcement Act: ☐ Yes ☐ No

3. Residency Requirement:

- a. Petitioner has been living in Illinois at least 90 days immediately before the filing of the *Petition* or immediately before the time of this hearing:
☐ Yes ☐ No
- b. Respondent has been living in Illinois at least 90 days immediately before the filing of the *Petition* or immediately before the time of this hearing:
☐ Yes ☐ No

4. Information about the ☐ Marriage ☐ Civil Union:

- a. Parties were married/united on: _____
Date
- b. Parties were married/united in: _____
County State Country

Petitioner's initials: _____

Respondent's initials: _____

5. Grounds for Dissolution:

Irreconcilable differences have caused the irretrievable breakdown of the marriage or civil union and efforts at reconciliation have failed or future attempts at reconciliation would be impracticable and not in the best interests of the family.

6. Children of the Marriage/Civil Union:

a. Petitioner is pregnant:

☐ Yes ☐ No

The unborn child is Respondent's:

☐ Yes ☐ No ☐ Unknown

b. Respondent is pregnant:

☐ Yes ☐ No ☐ Unknown

The unborn child is Petitioner's:

☐ Yes ☐ No ☐ Unknown

c. The minor children (*under the age of 18*) born to or adopted together by the parties before or during the marriage/civil union are:

☐ None

	Name	Date of Birth
1.		
2.		
3.		

☐ I have listed additional minor children on the attached *Additional Minor Children* form.

d. The adult children (*age 18 or older*) born to or adopted together by the parties before or during the marriage/civil union are:

☐ None

	Name	Age	Disabled	In School
1.			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
2.			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.			<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

☐ I have listed additional adult children on the attached *Additional Adult Children* form.

e. The **other** children born to or adopted by either Plaintiff or Respondent, but not both, this marriage/civil union are:

☐ None

	Name	Date of Birth	Born To or Adopted By
1.			<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
2.			<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent
3.			<input type="checkbox"/> Petitioner <input type="checkbox"/> Respondent

☐ I have listed additional children on the attached *Additional Other Children* form.

7. Allocation of Parental Responsibility:a. ☐ No minor children.b. ☐ It is in the best interests of the minor children that the *Parenting Plan* of
☐ Petitioner ☐ Respondent ☐ Both Parties (*agreement*)
be approved by the court.c. ☐ It is in the best interests of the minor children that the court enter its own *Parenting Plan*.

In **6a**, part one, check "Yes" if you are pregnant.

In **6a**, part two, check "Yes" if the child is Respondent's.

In **6b**, part one, check "Yes" if the Respondent is pregnant.

In **6b**, part two, check "Yes" if the child is yours.

In **6c**, check "None" if you have no children with the Respondent who are under the age of 18. Otherwise, list the names and birthdates of the children.

In **6d**, check "None" if you have no children with the Respondent who are 18 or older.

Otherwise, list the names and birthdates of the children and select "Yes" or "No" for whether each child is disabled or enrolled in school.

In **6e**, check "None" if the only children you had during the marriage/civil union are listed in 7c and 7d.

If you or the Respondent separately had or adopted other children during the marriage/civil union, list their names and birthdates here.

DO NOT complete 7.

Petitioner's initials: _____

Respondent's initials: _____

Complete sections **8a**, **8b** and **8c** if you and your spouse have an agreement, otherwise, **DO NOT** complete these sections.

In **8d**, check "Yes" if either of you owned real estate before you were married/united. Complete and attach the *Non-Marital Real Estate* form.

Complete sections **9a**, **9b**, and **9c** if you and your spouse have an agreement, otherwise, **DO NOT** complete these sections.

If you and your spouse have an agreement, check the first box and the box for "Both Parties", otherwise, **DO NOT** complete **B**.

If you have a Support Order in another case enter the information in **C2**.

If you and your spouse have an agreement, complete **D**, otherwise, **DO NOT** complete **D**.

Petitioner's initials: _____

Respondent's initials: _____

8. Real Estate:

- a. Parties have an interest in real estate, which is an asset of the marriage/civil union:

☐ Yes ☐ No

- b. The address of the real estate is:

Street, Apt # *City* *State* *ZIP*

- c. A legal description of the real estate is attached to this *Judgment*:

☐ Yes ☐ No

- d. Petitioner or Respondent has an interest in non-marital real estate: ☐ Yes ☐ No

☐ The non-marital real estate is listed on the attached *Non-Marital Real Estate* form.

9. Maintenance (also known as alimony):

- a. These parties have waived the right to maintenance:

☐ Petitioner ☐ Respondent ☐ Neither party

- b. This party is entitled to maintenance:

☐ Petitioner ☐ Respondent ☐ Neither party ☐ Other:

- c. The amount awarded is \$_____ ☐ based on guidelines; OR

☐ deviation from guidelines based upon these findings:

THEREFORE, IT IS ORDERED, ADJUDGED AND DECREED AS FOLLOWS:

- A. The parties are awarded a *Judgment of Dissolution of Marriage/Civil Union* and the bonds of matrimony/civil union existing between Petitioner and Respondent are hereby dissolved.**

B. Allocation of Parental Responsibility:

- ☐ That the *Parenting Plan* of the following party is approved and made a part of this court order:
☐ Petitioner ☐ Respondent ☐ Both Parties (*agreement*)
- ☐ That the Court has entered its own *Parenting Plan*, which is made a part of this order.
- ☐ Other orders: _____

C. Support for Minor Children:

- ☐ An *Order for Support* shall be entered.
- ☐ Support shall continue as ordered in court case: _____
Court case number
located in: _____
County *State*
- ☐ Child support is reserved (*no child support is ordered at this time*).

D. Claiming Children as Dependents on State and Federal Tax Returns:

- The right to claim children as dependents on state and federal tax returns belongs to:
☐ Petitioner ☐ Respondent for all tax years
☐ Petitioner ☐ Respondent for even-numbered tax years
☐ Petitioner ☐ Respondent for odd-numbered tax years
☐ Each party shall have the right to claim one-half of the children each tax year. If there is an odd-number of children, Petitioner shall claim the additional child in

☐ even ☐ odd-numbered years and Respondent shall claim the additional child in ☐ even ☐ odd-numbered years.

2. This order does not address the right to claim the children as household residents for the purpose of applying for earned income credit.
3. If a party has a duty to pay child support for the minor children and is awarded the right to claim one or more of the minor children as dependents for tax purposes, that right may only be exercised if that party is current in their child support obligation by January 15 of the year following the relevant tax year.

If you and your spouse have an agreement, complete **E**, otherwise, **DO NOT** complete **E**.

E. Support for Adult Children (for education or disabled child):

1. ☐ Support is ordered as follows:
☐ Petitioner ☐ Respondent
will pay: _____

2. ☐ Support for adult children is reserved (*no support is ordered at this time*).

In **F1**, **DO** fill in the name of creditor and amount owed for debts after the date of marriage/civil union in the chart. If you and your spouse have an agreement, check who is to pay the debts, otherwise, **DO NOT** check who is to pay the debt.

F. Debts and Liabilities:

1. These debts shall be paid by parties as follows:

	Debt (Name of Creditor)	Amount Owed	To be paid by:		
			Petitioner	Respondent	Both Equally
1.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

☐ I have listed additional debts on the *Additional Debts and Liabilities* form.

2. Debts not included in the chart above shall be paid by the parties as follows:
☐ Each party will be responsible for 50% of each joint debt.
☐ Each party will pay all of the debts in their own name.
3. Parties shall indemnify and hold the other party harmless for the debts they are assigned.

If you and your spouse have an agreement, complete **F2**, otherwise, **DO NOT** complete **F2**.

G. Pension and Retirement Accounts:

1. ☐ Each party is awarded the pension and retirement accounts in their own name.
2. ☐ Petitioner is awarded _____% of the marital/civil union portion of Respondent's pension/retirement accounts.
3. ☐ Respondent is awarded _____% of the marital/civil union portion of Petitioner's pension/retirement accounts.
4. ☐ ☐ Petitioner ☐ Respondent shall prepare a *Qualified Domestic Relations Order*.
5. ☐ Other orders: _____

If you and your spouse have an agreement, complete **G**, otherwise, **DO NOT** complete **G**.

Petitioner's initials: _____

Respondent's initials: _____

If you and your spouse have an agreement, complete **H**, otherwise, **DO NOT** complete **H**.

"Marital real estate" is an interest in real estate obtained during the marriage or civil union.

H. Real Estate:

1. ☐ ☐ Petitioner ☐ Respondent is awarded the marital real estate and shall pay the other party \$_____ for their interest in the real estate.
2. ☐ The marital real estate shall be sold.
The net proceeds of the sale (*sale price minus costs of sale*) shall be divided with Petitioner to receive _____% Respondent to receive _____%
3. ☐ Until the marital real estate is sold, mortgage payments will be paid by ☐ Petitioner _____% ☐ Respondent _____%
4. ☐ Until the marital real estate is sold, real estate taxes will be paid by ☐ Petitioner _____% ☐ Respondent _____%
5. ☐ Until the marital real estate is sold, insurance will be paid by ☐ Petitioner _____% ☐ Respondent _____%
6. ☐ Until the marital real estate is sold, cost of maintaining the property will be paid by ☐ Petitioner _____% ☐ Respondent _____%
7. ☐ ☐ Petitioner ☐ Respondent is entitled to claim mortgage payments for federal and state tax purposes.
8. ☐ ☐ Petitioner ☐ Respondent is entitled to claim property tax payments for federal and state tax purposes.
9. ☐ ☐ Petitioner ☐ Respondent will refinance the debt on the real estate to remove the other party from the obligation by: _____
Date _____
10. ☐ ☐ Petitioner ☐ Respondent will sign a quitclaim deed transferring their interest to the other party by: _____
Date _____
11. ☐ Other orders: _____

If you and your spouse have an agreement, complete **I**, otherwise, **DO NOT** complete **I**.

Chart: DO list the personal property obtained during the marriage/civil union in the chart. If you and your spouse have an agreement, check who gets the property, otherwise, **DO NOT** check who gets the property.

I. Personal Property and Bank Accounts:

1. ☐ Parties shall keep the property and bank accounts in their own name or possession.
2. ☐ Personal property of the marriage/civil union shall be divided as follows:

Personal Property and Bank Accounts (Be specific in your description of each piece of property)		Property goes to:	
		Petitioner	Respondent
1.		<input type="checkbox"/>	<input type="checkbox"/>
2.		<input type="checkbox"/>	<input type="checkbox"/>
3.		<input type="checkbox"/>	<input type="checkbox"/>
4.		<input type="checkbox"/>	<input type="checkbox"/>
5.		<input type="checkbox"/>	<input type="checkbox"/>
6.		<input type="checkbox"/>	<input type="checkbox"/>
7.		<input type="checkbox"/>	<input type="checkbox"/>
8.		<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> I have attached an <i>Additional Personal Property & Bank Accounts</i> form.			

3. ☐ Any personal property exchange required by this order shall take place within 30 days of the date of this *Judgment*.
4. ☐ Other orders (*including pets*): _____

Petitioner's initials: _____

Respondent's initials: _____

If you and your spouse have an agreement, complete **J**, otherwise, **DO NOT** complete **J**.

J. Maintenance:

1. ☐ Parties are forever barred from claiming maintenance from the other.
2. ☐ An *Order for Support* shall be entered.
4. ☐ Other orders: _____

In **K**, if you or the Respondent want to go back to a former name, check the box and enter the former last name.

K. Former Name:

1. ☐ Petitioner is permitted to resume using the former last name of:

Former Last Name

2. ☐ Respondent is permitted to resume using the former last name of:

Former Last Name

If you and your spouse have an agreement, complete **L**, otherwise, **DO NOT** complete **L**.

L. Other Relief:

1. ☐ None
2. ☐ Relief as follows: _____

M. This court reserves jurisdiction over the parties and the subject matter for purposes of enforcing this *Judgment*.

Petitioner's initials: _____

Respondent's initials: _____

DO NOT complete this section. The judge will sign and date here.

ENTERED:

Judge

Date

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY		ADDITIONAL MINOR CHILDREN (DIVORCE WITH CHILDREN)	<i>For Court Use Only</i>
Instructions ▼			
Directly above, enter the county where you filed this case.			
Enter the full name of Petitioner, Respondent, and the case number as listed on the <i>Petition for Dissolution of Marriage/Civil Union (Divorce with Children)</i> .			
Petitioner <i>(First, middle, last name)</i>			
v.			
Respondent <i>(First, middle, last name)</i>		Case Number	

Additional Minor Children

List the names and birthdate of the children.

	Name	Date of Birth
4.		
5.		
6.		
7.		
8.		
9.		
10.		

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY	ADDITIONAL ADULT CHILDREN (DIVORCE WITH CHILDREN)	<i>For Court Use Only</i>
Instructions ▼ Directly above, enter the county where you filed this case. Enter the full name of Petitioner, Respondent, and the case number as listed on the <i>Petition for Dissolution of Marriage/Civil Union (Divorce with Children)</i> .	<div style="border-bottom: 1px solid black; margin-bottom: 10px;"> Petitioner <i>(First, middle, last name)</i> </div> <div style="text-align: center; margin-bottom: 10px;">v.</div> <div style="border-bottom: 1px solid black;"> Respondent <i>(First, middle, last name)</i> </div>	<div style="border-bottom: 1px solid black; margin-top: 20px;"> Case Number </div>

Additional Adult Children

List the names and age of the additional adult children. Check the appropriate box.

	Name	Age	Disabled		In School	
4.			<input type="checkbox"/>	Yes <input type="checkbox"/> No	<input type="checkbox"/>	Yes <input type="checkbox"/> No
5.			<input type="checkbox"/>	Yes <input type="checkbox"/> No	<input type="checkbox"/>	Yes <input type="checkbox"/> No
6.			<input type="checkbox"/>	Yes <input type="checkbox"/> No	<input type="checkbox"/>	Yes <input type="checkbox"/> No
7.			<input type="checkbox"/>	Yes <input type="checkbox"/> No	<input type="checkbox"/>	Yes <input type="checkbox"/> No
8.			<input type="checkbox"/>	Yes <input type="checkbox"/> No	<input type="checkbox"/>	Yes <input type="checkbox"/> No
9.			<input type="checkbox"/>	Yes <input type="checkbox"/> No	<input type="checkbox"/>	Yes <input type="checkbox"/> No
10.			<input type="checkbox"/>	Yes <input type="checkbox"/> No	<input type="checkbox"/>	Yes <input type="checkbox"/> No

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY	ADDITIONAL OTHER CHILDREN (DIVORCE WITH CHILDREN)	<i>For Court Use Only</i>
Instructions ▼ Directly above, enter the county where you filed this case. Enter the full name of Petitioner, Respondent, and the case number as listed on the <i>Petition for Dissolution of Marriage/Civil Union (Divorce with Children)</i> .	<div style="border-bottom: 1px solid black; margin-bottom: 10px;"> Petitioner <i>(First, middle, last name)</i> </div> <div style="text-align: center; margin-bottom: 10px;">v.</div> <div style="border-bottom: 1px solid black;"> Respondent <i>(First, middle, last name)</i> </div>	<div style="border-bottom: 1px solid black; margin-top: 20px;"> Case Number </div>

Additional Other Children

List the names and birthdate of the children. Check the appropriate box.

	Name	Date of Birth	Born To or Adopted By	
4.			<input type="checkbox"/> Petitioner	<input type="checkbox"/> Respondent
5.			<input type="checkbox"/> Petitioner	<input type="checkbox"/> Respondent
6.			<input type="checkbox"/> Petitioner	<input type="checkbox"/> Respondent
7.			<input type="checkbox"/> Petitioner	<input type="checkbox"/> Respondent
8.			<input type="checkbox"/> Petitioner	<input type="checkbox"/> Respondent
9.			<input type="checkbox"/> Petitioner	<input type="checkbox"/> Respondent
10.			<input type="checkbox"/> Petitioner	<input type="checkbox"/> Respondent

<div>STATE OF ILLINOIS, CIRCUIT COURT</div> <div>_____ COUNTY</div>		<div>ADDITIONAL PARENTING TIME (DIVORCE WITH CHILDREN)</div>	<div>For Court Use Only</div>
<div>Instructions ▼</div> <div>Directly above, enter the county where you filed this case.</div> <div>Enter the full name of Petitioner, Respondent, and the case number as listed on the <i>Petition for Dissolution of Marriage/Civil Union (Divorce with Children)</i>.</div>	<div>Petitioner <i>(First, middle, last name)</i></div> <div>v.</div> <div>Respondent <i>(First, middle, last name)</i></div>		<div>Case Number</div>

[illegible]

Petitioner's initials:

Respondent's initials:

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY	ADDITIONAL DEBTS & LIABILITIES (DISSOLUTION OF MARRIAGE/CIVIL UNION)	<i>For Court Use Only</i>
Instructions ▼ Directly above, enter the county where you filed this case. Enter your name as Petitioner. Enter the name of your spouse/partner as Respondent. Enter the Case Number given by the Circuit Clerk.	<div style="border-bottom: 1px solid black; margin-bottom: 10px;"> Petitioner <i>(First, middle, last name)</i> </div> <div style="text-align: center; margin-bottom: 10px;">v.</div> <div style="border-bottom: 1px solid black; margin-bottom: 10px;"> Respondent <i>(First, middle, last name)</i> </div>	<div style="border-bottom: 1px solid black; margin-bottom: 10px; height: 40px;"> Case Number </div>

DO fill in the name of creditor and amount owed for debts after the date of marriage/civil union in the chart. **DO NOT** check who is to pay the debt.

Additional Debts and Liabilities

	Debt <i>(Name of Creditor)</i>	Amount Owed	To be paid by:		
			Petitioner	Respondent	Both Equally
1.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22.		\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY	ADDITIONAL PERSONAL PROPERTY & BANK ACCOUNTS (DISSOLUTION OF MARRIAGE/CIVIL UNION)	<i>For Court Use Only</i>
Instructions ▼ Directly above, enter the county where you filed this case. Enter your name as Petitioner. Enter the name of your spouse/partner as Respondent. Enter the Case Number given by the Circuit Clerk.	_____ Petitioner <i>(First, middle, last name)</i> v. _____ Respondent <i>(First, middle, last name)</i>	_____ Case Number

DO list the personal property obtained during the marriage/civil union in the chart. **DO NOT** check who gets the property.

Additional Personal Property and Bank Accounts

Personal Property and Bank Accounts <i>(Be specific in your description of each piece of property)</i>		Property goes to:	
		Petitioner	Respondent
1.		<input type="checkbox"/>	<input type="checkbox"/>
2.		<input type="checkbox"/>	<input type="checkbox"/>
3.		<input type="checkbox"/>	<input type="checkbox"/>
4.		<input type="checkbox"/>	<input type="checkbox"/>
5.		<input type="checkbox"/>	<input type="checkbox"/>
6.		<input type="checkbox"/>	<input type="checkbox"/>
7.		<input type="checkbox"/>	<input type="checkbox"/>
8.		<input type="checkbox"/>	<input type="checkbox"/>
9.		<input type="checkbox"/>	<input type="checkbox"/>
10.		<input type="checkbox"/>	<input type="checkbox"/>
11.		<input type="checkbox"/>	<input type="checkbox"/>
12.		<input type="checkbox"/>	<input type="checkbox"/>
13.		<input type="checkbox"/>	<input type="checkbox"/>
14.		<input type="checkbox"/>	<input type="checkbox"/>
15.		<input type="checkbox"/>	<input type="checkbox"/>
16.		<input type="checkbox"/>	<input type="checkbox"/>
17.		<input type="checkbox"/>	<input type="checkbox"/>
18.		<input type="checkbox"/>	<input type="checkbox"/>
19.		<input type="checkbox"/>	<input type="checkbox"/>
20.		<input type="checkbox"/>	<input type="checkbox"/>
21.		<input type="checkbox"/>	<input type="checkbox"/>
22.		<input type="checkbox"/>	<input type="checkbox"/>

<div>STATE OF ILLINOIS, CIRCUIT COURT</div> <div>_____ COUNTY</div>		<div>Certification Agreement</div>	<div>For Court Use Only</div>
<div>Instructions ▼</div>			
<div>Directly above, enter the county where you filed this case.</div>			
<div>Enter the full name of Petitioner, Respondent, and the case number as listed on the <i>Petition for Dissolution of Marriage/Civil Union (Divorce with Children)</i>.</div>	<div>Petitioner (First, middle, last name)</div> <div>v.</div> <div>Respondent (First, middle, last name)</div>	<div>Case Number</div>	

Check the box next to the court document that both parties agree to.

I have read the

- ☐ Judgment of Dissolution of Marriage/ Civil Union (Divorce with Children)
- ☐ Parenting Plan

that will be presented to the judge. I am in agreement with all of the terms in each of those documents. I have put my initials on each page of each document to show that I have read each page and agree with what is on each page.

I am asking that the judge approve the agreements and sign each of the documents.

Both parties must sign their names in front of an Illinois notary public.
DO NOT complete the notary section. The notary will complete it.

Petitioner

Respondent

Notary Public for Petitioner

State of Illinois

County of _____

Notary Public for Respondent

State of Illinois

County of _____

Signed and sworn to before me on _____
Date

by _____
Name

Signed and sworn to before me on _____
Date

by _____
Name

Seal Signature of Notary

Seal _____ Signature of Notary _____

**LETTER TO THE SHERIFF
(SERVING A SUMMONS AND FORMS)**

Instructions to User

1. Complete this letter.
2. With this letter, include the *Summons* and a copy of the *Petition for Dissolution of Marriage/Civil Union*, payment or *Order for Waiver of Court Fees*, and a self-addressed and stamped envelope for the sheriff to mail the Affidavit of Service to you.
3. Send your letter and the documents listed above to the sheriff's office in the county and state where your spouse lives.

Date: _____

Sheriff of _____ County State of _____

Address of sheriff _____

Dear Sheriff:

Re: _____ v. _____ Case Number: _____
Plaintiff/Petitioner Defendant/Respondent

I am enclosing the *Summons* and *Petition for Dissolution of Marriage/Civil Union*

to be served on: _____
Name of Spouse

Street, Apt # City State Zip

Check the box that applies:

- ☐ I am enclosing an *Order for Waiver of Court Fees* entered by the Court in _____ County, Illinois, which waives the cost of service; **OR**
- ☐ I am enclosing the cost of service \$ _____.

After you have served the enclosed documents, please complete the Affidavit of Service and return it to me in the enclosed self-addressed stamped envelope.

Thank you for your attention to this matter.

Sincerely,

Signature

Printed Name

Street Address, Apt #

City State Zip

Phone