

Instructions for Defendant in Pro Se Divorce with Children

IF YOU HAVE RECEIVED SERVICE OF DIVORCE, YOU MUST READ AND FOLLOW THESE INSTRUCTIONS WITHIN **THIRTY DAYS** OF RECEIPT.

PLEASE READ ALL INSTRUCTIONS BEFORE BEGINNING TO FILL OUT ANY DOCUMENTS. IT IS IMPORTANT TO FOLLOW ALL INSTRUCTIONS ACCURATELY.

1. Complete Case Filing Statement, available from the Clerk of Courts or the UJS website.
2. If you agree with everything stated in the Complaint, you are not required to file an answer, however, the court may grant the Plaintiff everything requested in the Complaint and the judge will enter a Decree of Divorce in Default.
3. If you agree with everything state in the Complaint, but wish to prevent the court from entering a Decree of Divorce in Default, you must read and follow the directions for Answer.
4. If you and your spouse do not agree to the use of irreconcilable differences as grounds for divorce, read and follow the Instructions for Answer and Counterclaim With Minor Children.
5. Make at least 2 copies of your response, one for you own file and one to serve on the Plaintiff.
6. Service on the Plaintiff may be completed by mail. Read and follow the instructions for Affidavit of Service by Mail Form.
7. File the Case Filing Statement, your response (either the Answer or Answer and Complaint) and Affidavit of Service by Mail with the Clerk of Court.
8. Parties may reach an agreement before a court hearing. If an agreement can be reached, the parties should follow the instructions for Stipulation and Settlement Agreement with Children and Affidavit of Plaintiff and Defendant as to Jurisdiction and Grounds for Divorce.
9. If the parties are unable to reach an agreement, or if you fail to file and answer, a hearing will be scheduled and both parties will receive a Notice of Hearing from the Clerk of Courts.
10. If at any time the parties reconcile their differences and wish to dismiss the divorce, read and follow the directions for Stipulation and Order for Dismissal.