

IN THE CIRCUIT COURT OF BALDWIN COUNTY, ALABAMA

_____, }
Plaintiff, }
v. } CASE NO.: DR-_____
_____, }
Defendant. }

INTER-OFFICE CHECKLIST ORDER

“x” means document or language is missing

- _____ Complaint without following required language:
 - _____ Residence of parties (§30-2-5)
 - _____ Age of parties
 - _____ Number and ages of children
 - _____ Date of marriage
 - _____ Grounds for divorce (§30-2-8)
- _____ Answer & Waiver
- _____ Statement of non-representation
- _____ Commission & Testimony
- _____ UCCJEA/Custody Affidavit (§30-3B-209)
- _____ Agreement
 - _____ Grounds for deviating from child support guidelines
 - _____ Income Withholding language – “Reference is hereby made...”
 - _____ Medical support language (For cases filed after 3/01/2009 with kids)
 - _____ Agreement to incorporate into final decree
- _____ Child support forms
 - _____ CS41 Plaintiff
 - _____ CS41 Defendant
 - _____ CS42
 - _____ CS43
 - _____ CS47 – all cases
 - _____ IWO (§30-3-61)
- _____ Final Decree
 - _____ 60 days before remarriage (§30-2-8, §30-2-10)
 - _____ 42 days for appeal (§30-2-8, §30-2-10)
 - _____ payment of court costs
 - _____ grant of divorce
 - _____ relocation language if children
 - _____ IWO language
 - _____ Medical support language (If Agreement was read into record – with children)
 - _____ Any relief requested not set out herein is hereby denied
 - _____ Incorporate Agreement
- _____ Transparenting Class (Plaintiff)
- _____ Transparenting Class (Defendant)
- _____ Other: