



King County

Always at your service

ATTENTION: You must file your case with the Clerk's Office before submitting this application.

For more information on how to start your case, please visit the Facilitator's Office or review our instructions online at:

<http://www.kingcounty.gov/courts/superior-court/family/family-law-instructions.aspx>

Simple Divorce Application

**For Help Finishing Agreed Divorce
and Legal Separation Cases without Children**

This application includes:

- Simple Divorce Questionnaire
- Disclosure Form
- Case Information
- Exhibit "A"
- Declaration in Lieu of Formal Proof
- Frequently Asked Questions

Mail or deliver your completed application to:

King County Superior Court MRJC
401 4th Ave N, Room 3D
Kent, WA 98032

King County Superior Court KCCH
516 Third Ave, Room W-382
Seattle, WA 98104

You will be contacted within 14 days of our receipt of your application.

Questions? Contact us at simpledivorce@kingcounty.gov.

Simple Divorce Questionnaire

	Check box if:	Yes/True	No/False
I have a divorce or legal separation case.	<input type="checkbox"/>	<input type="checkbox"/>	
Either I or my spouse live in King County.	<input type="checkbox"/>	<input type="checkbox"/>	
I have a King County Superior Court case number.	<input type="checkbox"/>	<input type="checkbox"/>	
I do not have an attorney representing me and nor does my spouse.	<input type="checkbox"/>	<input type="checkbox"/>	
Neither of us are pregnant or have <i>any</i> children under the age of 18 born after the marriage.	<input type="checkbox"/>	<input type="checkbox"/>	
There is not a separation contract or prenuptial agreement.	<input type="checkbox"/>	<input type="checkbox"/>	
There is a full and complete agreement on all issues.	<input type="checkbox"/>	<input type="checkbox"/>	
Neither spouse is requesting restraining orders.	<input type="checkbox"/>	<input type="checkbox"/>	
Neither spouse owes the other monthly payments for debt or property. <i>You can check "yes" if there are only maintenance payments.</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Both of us will sign all documents prepared through the Simple Divorce program.	<input type="checkbox"/>	<input type="checkbox"/>	
Neither spouse owns any stock options.	<input type="checkbox"/>	<input type="checkbox"/>	
We are not dividing retirement accounts or stocks/bonds.	<input type="checkbox"/>	<input type="checkbox"/>	
Does a spouse own a business or an interest in a business? <i>If yes, please answer the question below.</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Does anyone other than a spouse have ownership interest in that business?	<input type="checkbox"/>		<input type="checkbox"/>
Do you make less than \$70,000 per year?	<input type="checkbox"/>	<input type="checkbox"/>	

If you checked any box that is shaded, you are not eligible for the Simple Divorce Program. This does not mean that finalizing your case will be complicated!
Instructions and assistance are available through the Facilitator's Office.

If you did not check a shaded box, we will review your application for eligibility.

Our office is open:

Monday to Friday, 9:30 am to noon and 1:00 pm to 4:00 pm at:

- King County Superior Court, 516 Third Ave, W-382, Seattle, WA 98104 or
- Regional Justice Center, 401 N Fourth Ave Rm 3D, Kent, WA.

Please visit our website to obtain free instructions:

<http://www.kingcounty.gov/courts/scforms/familylaw.aspx>

King County Superior Court Simple Divorce Disclosure

The Simple Divorce program (SD) is available to help people with agreed divorces prepare all necessary paperwork to complete their case. A simple dissolution is one where there are no children of the marriage and no significant assets. The program staff may, at their discretion, decide whether or not you qualify for the SD Program. If you do not qualify, any money you paid will be refunded. However, by filling out and submitting this packet, both parties acknowledge and agree that they have read and understand the following:

The program staff may prepare the documents to complete your divorce. However, program staffs are employees of King County Superior Court and ARE NOT YOUR LAWYERS, but neutral third parties who do not represent any party in your case. Communications between you and the program staff are NOT confidential. Furthermore, there is no attorney-client relationship between you and the program staff regardless of whether program staffs are attorneys or not.

Forms completed by program staff on your behalf are prepared with the information provided by you. You are solely responsible to ensure the documents are true and complete, including information regarding your assets, debts and agreements.

Program staffs are not responsible for accuracy of the documents once they are prepared. It is your responsibility to read, understand and check the accuracy of the documents prior to signing and/or finalizing your case. Program staff shall not be held responsible for any inaccuracies in your documents whatsoever.

You must consult with your own attorney for a confidential conversation and personalized advice, including discussion of your legal rights and/or what agreements may or may not be in your best interest. You are encouraged to seek independent legal advice prior to signing any legal documents including those prepared by program staff.

Program staff cannot assist you if you are formally represented by an attorney.

Program staff may provide information and services to the other party in your case.

Program staffs are NOT RESPONSIBLE for the outcome of your case.

BOTH PARTIES MUST REVIEW AND SIGN A COPY OF THIS FORM TO BE SUBMITTED WITH YOUR QUESTIONNAIRE/APPLICATION.

I have read this *Disclosure* or have had it read to me and I fully understand and accept it.

I have read this *Disclosure* or have had it read to me and I fully understand and accept it.

Signature Date

Signature Date

Print Name

Print Name

Case Information

King County Superior Court Case Number: _____ - ____ - _____ - ____ KNT/SEA

Please note: if you have not filed the case with the Clerk's Office, you are not eligible for the Simple Divorce program at this time. Please visit the Facilitator's Office if you need help starting your agreed case or visit <http://www.kingcounty.gov/courts/scforms/familylaw.aspx>.

Full Name of Petitioner: _____

Phone number: _____

Email address: _____ @ _____ . _____

Mailing address: _____

In which county and state does this party live? _____

Full Name of Respondent: _____

Phone number: _____

Email address: _____ @ _____ . _____

Mailing address: _____

In which county and state does this party live? _____

Do not mark below this line

OFFICE USE ONLY:

Eligible: Yes No

Joinder signed: Yes No

90-days Expires:

NFMD: Yes; hearing date: _____ No

Notes:

Exhibit A to *Final Order and Findings and Conclusions about a Marriage*

1. About the Marriage

When and where did you and the other party get married or register your domestic partnership?

Date

City

State

What is the date you and the other party agree is the date you "separated?"

Date

If no date is provided in this space, the date of separation is the date the Petition was filed.

2. Jurisdiction

What State did you live in at the time the *Petition* was filed? _____

What State did the other party live in at the time the *Petition* was filed? _____

Did you and the other party live in Washington State
for any period of time during the marriage? (Yes or No) _____

3. Property acquired during the marriage or domestic partnership:

DO NOT INCLUDE PROPERTY THAT IS NO LONGER OWNED BY EITHER OR BOTH PARTIES!!

3.1 Real Property (*houses, land*):

None. No one has real estate that was acquired during the marriage.

Real property located at (*provide address*): _____

shall be awarded to _____ (Name), who shall be responsible for any and all debt associated with that property unless specifically addressed otherwise herein. The parties shall cooperate with signing any documents necessary to execute the transfer of property.

3.2 Vehicles (cars, motorcycles, boats, etc.):

None. No one has a vehicle in his or her own name or in both parties' names that was acquired during the marriage.

All rights, interest, and title to the following vehicles shall be awarded as follows:

Year, make, and model of vehicle (for example, 2005 Honda Accord):	Name on title (Petitioner or Respondent or both):	Who shall keep the vehicle? (Petitioner or Respondent)

If necessary, the parties shall cooperate with retitling the vehicle into the sole name of the spouse awarded the vehicle.

3.3 Bank accounts acquired during the marriage:

None. No one acquired a bank account in his or her own name or any joint bank account during the marriage.

Each party shall be awarded the bank accounts solely in his or her name.

The following accounts shall be awarded to the parties as follows:

Name of Account (for example, US Bank Savings):	Account holder (Petitioner or Respondent or both):	Who shall keep the account? (Petitioner or Respondent)

3.4 Any portion of retirement, profit sharing, stock options, 401(k), voluntary investment, pension, IRA, mutual funds, investment accounts, or other accounts acquired during the marriage or domestic partnership:

None. No one acquired or contributed to an account like this during the marriage.

The following accounts shall be awarded to the parties as follows:

Name of Account (for example, <i>Teamster's Union retirement</i>):	Account holder (Petitioner or Respondent or both):	Who shall keep the account? (Petitioner or Respondent)

3.5 Businesses

Does not apply; neither party owned a business or business interest during the marriage.

All rights, interests, and ownership of any businesses, including any inventory, tools, equipment, supplies, stocks, accounts, **and debts associated with the business** shall be awarded as follows:

Name of Business	Business owner (Petitioner or Respondent or both):	Who shall keep the business? (Petitioner or Respondent)

3.6 Personal property acquired during the marriage or domestic partnership (*jewelry, furniture, household goods, etc.*):

All personal property has previously been divided to the mutual satisfaction of the parties. Each party shall be awarded all personal property currently in their respective possessions.

The following items of property shall be awarded to the parties as follows (*see chart on next page*):

Description (for example, 42" Samsung TV):	Who has it? (Petitioner or Respondent):	Who shall keep it? (Petitioner or Respondent)

4. Property acquired before the marriage/domestic partnership or after separation:

DO NOT INCLUDE PROPERTY THAT IS NO LONGER OWNED BY EITHER OR BOTH PARTIES!!

4.1 Real Property (houses, land):

None. No one acquired real estate during this time frame.

Real property located at (provide address): _____

_____ was acquired by _____ (Petitioner or Respondent) and it shall remain the separate property of the aforementioned party.

4.2 Vehicles (cars, motorcycles, boats, etc.):

None. No one acquired a vehicle during this time frame.

All rights, interest, and title to the following vehicles shall be awarded as follows:

Year, make, and model of vehicle (for example, 2005 Honda Accord):	Name on title (Petitioner or Respondent):	Who shall keep it? (Petitioner or Respondent)

If necessary, the parties shall cooperate with retitling the vehicle into the sole name of the spouse awarded the vehicle.

4.3 Bank accounts:

None. No one has a bank account that was acquired during this time frame.

Each party shall be awarded the bank accounts solely in his or her name.

The following bank accounts shall be awarded as follows:

Name of Account (for example, <i>US Bank Savings</i>):	Account holder (Petitioner or Respondent):	Who shall keep the account? (Petitioner or Respondent)

4.4 Any portion of retirement, profit sharing, stock options, 401(k), voluntary investment, pension, IRA, mutual funds, investment accounts, or other accounts acquired either *before* the marriage/domestic partnership or *after* the date of separation:

None. No one acquired or contributed to an account like this during this time frame.

The following accounts shall be awarded to the parties as follows:

Name of Account (for example, <i>Teamster's Union retirement</i>):	Account holder (Petitioner or Respondent):	Who shall keep the account? (Petitioner or Respondent)?

4.5 Personal property (jewelry, furniture, household goods, etc.):

All personal property has previously been divided to the mutual satisfaction of the parties. Each party shall maintain possession of all personal property currently in his or her possession.

The following property shall be awarded as follows:

Description (for example, 42" Samsung TV):	Who has it? (Petitioner or Respondent):	Who shall keep it? (Petitioner or Respondent)

4.6 Businesses

Does not apply; neither party owns a business or business interest.

All rights, interests, and ownership of any businesses, including any inventory, tools, equipment, supplies, stocks, accounts, **and debts associated with the business** shall be awarded as follows:

Name of Business	Business owner (Petitioner or Respondent or both):	Who shall keep the business? (Petitioner or Respondent)

5. Debts and liabilities acquired during the marriage or domestic partnership:

DO NOT INCLUDE DEBT THAT IS NO LONGER OWED BY EITHER OR BOTH PARTIES!!

None. There is no credit card, medical debt, or other debt in anybody's name from this time frame.

The parties shall be responsible for the following debts and liabilities as follows (including any mortgages on real property and auto loans) (*see chart on next page*):

NAME OF CREDITOR and DESCRIPTION (for example, GMAC, mortgage on real property):	Account holder (Petitioner, Respondent, or both):	Who shall pay it? (Petitioner or Respondent)	What is the balance of the debt?

6. Debts and liabilities acquired before the marriage/domestic partnership or after separation:

DO NOT INCLUDE DEBT THAT IS NO LONGER OWED BY EITHER OR BOTH PARTIES!!

None. There is no credit card, medical debt, or other debt in anybody's name from this time frame.

The parties shall be responsible for the following debts and liabilities as follows (including any mortgages on real property and auto loans):

6.1 Debts and liabilities in *Petitioner's name*:

NAME OF CREDITOR and DESCRIPTION (for example, GMAC, mortgage on real property):	Who shall pay? (Petitioner or Respondent)	What is the balance of the debt?

6.2 Debts and liabilities in Respondent's name:

NAME OF CREDITOR and DESCRIPTION (for example, GMAC, mortgage on real property):	Who shall pay? (Petitioner or Respondent)	What is the balance of the debt?

7. Spousal Maintenance (Alimony):

Does not apply. Neither party is requesting spousal support.

Spousal support is requested and shall be paid as follows:

Who shall pay? (Petitioner or Respondent)	Amount each Month?	Start Date?	End date?	Day of the month each payment is due? (for example, "the 5th")

Does spousal support end before the "End date" above if either spouse dies or the spouse receiving support gets married or registers a new domestic partnership? (Yes or No) _____

8. Name Change:

Does not apply. Neither party is asking to change his/her name.

The **Petitioner's** name is changed to: _____
First *Middle* *Last*

The **Respondent's** name is changed to: _____
First *Middle* *Last*

By signing below, I declare under penalty of perjury under the laws of the State of Washington that the following is true and correct:

- I have **reviewed** the information provided on **pages 1 through 9** of this document (titled Exhibit A).
- The information contained herein in Exhibit A is a **full disclosure** of all assets owned and all debts owed by the parties individually or jointly.
- The information contained herein in Exhibit A **accurately reflects the settlement (agreement)** that we have reached to resolve our case.
- I have been encouraged to seek **legal advice** about the above agreements and I have had the opportunity to do so before signing this document.

Signed at _____(City), _____(State), on _____(Date).

Signature of Petitioner

Print Name of Petitioner

Signed at _____(City), _____(State), on _____(Date).

Signature of Respondent

Print Name of Respondent

Superior Court of Washington, County of King

In re the marriage of:

Petitioner *(person who started this case)*:

And Respondent *(other spouse)*:

No. _____

**Declaration in Lieu of Formal
Proof**

Request: The undersigned party requests immediate entry of Findings of Fact, Conclusions of Law and Decree without the necessity of a personal appearance, and states:

Residence: Either the petitioner or respondent was a resident of the State of Washington or was a member of the Armed Forces and was stationed in the State of Washington when the petition was filed.

90 Days: If this is a dissolution of marriage, the marriage is now irretrievably broken and at the time the final orders will be presented to the court more than 90 days have elapsed since the later of the Petition being filed, and/or service was completed.

Marriage: The parties were married on _____ at _____.

Separation: Parties separated on _____.

Pregnancy: Neither spouse is now pregnant.

Children: There are no dependent children in common.

Property: All property and all debts of the parties are fairly and completely divided in the Decree.

Perjury: I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Dated: _____, 20__ at _____, Washington.

Signature of Requesting Party

Print or Type Name

Frequently Asked Questions About the “Simple Dissolution (Divorce)” Program

❖ What is the program?

“Simple Dissolution (Divorce)” provides assistance with drafting and presenting final orders to a judge, alleviating the need for parties to appear in person at a hearing to finalize uncontested cases.

❖ Who is eligible?

- Both parties must be *pro se*.
- Cases must be filed with the Clerk’s Office.
- Dissolution cases must be *agreed* or able to be finalized by *default*.
- Uncontested legal separation cases may also be eligible; each application is approved on a case-by-case basis.
- Parties must have no minor children born during the marriage.
- There are no substantial assets or debt to be divided between the parties.

❖ How do parties get an application?

- King County Superior Court website:
<http://www.kingcounty.gov/~media/courts/FamilyCourt/documents/SimpleDissoPacket...>
- Family Law Orientation (FLO)
- Family Law Information Centers (FLIC) (W-382 in KCCH or 3D at MRJC)

❖ Where should applications be returned?

- Family Law Information Centers (W-382 in KCCH or 3D at MRJC)
- SimpleDivorce@kingcounty.gov

❖ Is there a fee?

Currently, the same fee applies as for presenting final orders at the final decree calendar: \$30, which can be reduced or waived depending on income. Only checks and money orders are accepted by mail. Cash or credit card are accepted at the Family Law Information Centers. Checks should be made payable to “King County Superior Court” or “KCSC”.

❖ When should parties pay?

Parties should not submit payment with their applications. Parties should pay after staff determines that the case is eligible for the program.

❖ What happens after applications are submitted?

Parties will be contacted within 14 days regarding their eligibility. If eligible, the final documents drafted by program staff will be provided to the parties for their approval.

❖ How do parties review the final orders?

Parties either review the proposed final orders with court staff at an in-office appointment, or parties may be emailed the proposed final orders. *You will receive further instructions once you are determined to be eligible for this program.*

❖ **How do parties return signed final orders and submit payment?**

Generally, parties sign the final documents and submit payment at an appointment or mail the signed documents with payment. Parties may also want to personally deliver the signed final documents and provide payment; parties should go to the FLIC from 8:30 am to noon, Monday, Tuesday, Thursday and Friday, 9:30 to noon on Wednesday, and between 1:30 and 4:00 Monday through Friday.

*After you submit your signed final orders, you will be contacted by staff only if you need to take additional action. **If you are not contacted by program staff, everything is on track for the case to be finalized as soon as possible after the 90 day waiting period has elapsed.***

❖ **When is the case finalized?**

After parties have signed and submitted all the required final documents and payment, cases will be finalized after the 90-day waiting period (from date of filing, joinder or service, whichever is later) has elapsed, or within one to two weeks if received after the 90 days has already passed. *The exact date the case will be finalized is determined by when the 90 day waiting period ends, when we receive your final documents, and the availability of a judge.*

To ensure that your case is finalized as soon as possible, submit your application 30 days before the 90-day waiting period elapses.

You will know that the case is finalized when you receive copies of the orders signed by the judge. We do not send you separate notice of the fact that the case was finalized.

❖ **Are copies of the final orders provided?**

Yes; parties will be emailed copies of the final orders signed by the judge. Parties will need to request certified copies at the Clerk's Office, after the case is finalized.

❖ **Can parties who have not yet filed their disso petitions apply?**

No; parties must submit their applications after the petition for dissolution or legal separation has been filed with the Clerk's Office.

❖ **Do parties need to attend the FLO?**

Attendance is not a condition for eligibility for this program. However, LFLR 20 requires all parties without attorneys in divorce cases to attend the FLO.

❖ **Do parties need to attend their Status Conference hearing?**

You will need to attend your Status Conference hearing only if: (1) final orders have not yet been signed by a judge, and (2) your case is not in compliance, e.g. you have not timely filed a Confirmation of Issues form.

PARTICIPATING IN THE SIMPLE DIVORCE PROGRAM DOES NOT WAIVE YOUR OBLIGATION TO FOLLOW THE DEADLINES IN YOUR CASE SCHEDULE.

❖ **Am I a good candidate for this program?**

If you have a specific deadline for finalizing the case or need certified copies of the final orders immediately, this may not be the best program for you.

❖ **Who should we contact if we have questions?**

simpledivorce@kingcounty.gov