

## SELF-SERVICE CENTER

### HOW TO FILL OUT THE CONSENT DECREE FOR DIVORCE OR LEGAL SEPARATION IN A NON-COVENANT MARRIAGE

You may use these instructions **ONLY** if you and the other party:

- do not have a “covenant” marriage;
- have agreed on all terms of the divorce; **AND**
- have agreed to file and sign a Consent Decree.

**Note:** To guard against identity theft you may omit social security and financial account numbers on the “*Consent Decree*” if you instead provide this information on the “*Sensitive Data Sheet*” (SDS) and file it with the Clerk of Court. If you have already filed an SDS, you do not need to file a new SDS *unless* any of the information has changed during the court proceeding. The form is available at no charge from the Self-Service Center or on the web at:

<http://www.superiorcourt.maricopa.gov/SuperiorCourt/Self-ServiceCenter/forms/>  
(Click on “Alphabetical List of Forms”, then “Frequently Used “Family Law Forms”

#### INSTRUCTIONS FOR FILLING OUT THE CONSENT DECREE:

- Fill in the information requested at top left for the person who is filing this form. The spaces marked “representing” and “state bar number” are used **only** if an attorney is preparing this form.
- Fill in the names of the persons shown as the “Petitioner” and the “Respondent” and the case number as on the “*Petition for Dissolution* (Divorce) *of a Non-Covenant Marriage*”.
- Write the ATLAS number *if* one has been assigned to your case.

**FILL OUT THE REST OF THIS FORM ACCORDING TO THE AGREEMENT AND UNDERSTANDING OF BOTH PARTIES.**

**IF YOUR DIVORCE CASE IS *WITHOUT CHILDREN*, CHECK THE APPROPRIATE BOXES TO INDICATE THAT THE SECTIONS CONCERNING CHILDREN DO NOT APPLY.**

**DO NOT SIGN UNTIL YOU ARE IN THE PRESENCE OF A CLERK OF COURT OR A NOTARY PUBLIC. BE PREPARED TO SHOW PHOTO IDENTIFICATION.**

**SIGNING THIS FORM IS A STATEMENT TO THE COURT THAT YOU HAVE READ, UNDERSTAND, AND AGREE WITH THE CONTENTS OF THIS DOCUMENT.**

**SIGNING THIS FORM IS A REQUEST TO THE COURT TO MAKE THIS DOCUMENT THE COURT ORDER THAT GOVERNS YOUR DIVORCE OR LEGAL SEPARATION.**

**READ CAREFULLY BEFORE YOU SIGN. DO NOT SIGN IF YOU DO NOT UNDERSTAND OR DO NOT AGREE TO ALL TERMS OF THIS CONSENT DECREE.**

**LAWYER SIGNATURES:** If either party is represented by an attorney, the attorney(s) must also sign.

**TIME FRAME:** Do not submit the Consent Decree to the court until at least 60 days have passed since the date the Respondent was served with or signed an “Acceptance of Service” for the divorce or legal separation papers. The Judge cannot sign your decree until 60 days after service. (A.R.S. § 25-329)