

# District Court of Tula County

## Family Court Instruction Packet

### Dissolution of Marriage or Legal Separation Determination without minor children

This Instruction Packet is for parties **without minor children** involved. Please refer to the following page for more detailed information.

#### **The following documents are attached to this Instruction Packet:**

1. The Divorce Packet without Children.
2. Local Rule DR 5

#### **Information if both parties AGREE and do not Contest:**

1. The Petitioner MUST wait the appropriate time frame from the time the petition or waiver was filed;
2. After the 11 days, the Agree Decree and exhibits can be placed in the assigned Judges inbox. Dockets A,B, C, E are located in the Family Court Area on the 3<sup>rd</sup> Floor, Docket D is located on the 6<sup>th</sup> floor.
3. If parties do not have an attorney involved in the case, they can schedule an appointment with the Family Resource Coordinator to verify the paperwork is in order. They cannot provide legal advice but has an approved checklist to review all documents.
4. The following documents is required,
  - a. Decree of Dissolution of Marriage, Legal Separation or Paternity
  - b. File Stamped Copy of the Jurisdictional Testimony Affidavit. Only applies to Divorce/ Legal Separation.

#### **The Family Resource Coordinator:**

1. Located on the 3<sup>rd</sup> Floor, Family Court Area, Office 353. He can be reached by email [steven.amend@oscn.net](mailto:steven.amend@oscn.net) or call 918-596-5335
2. Available to help self-represented litigants through this process and provide information regarding case examples and community resources.
3. **The Coordinator CANNOT provide legal advice. For legal assistance, please contact an attorney.**



## **RULE DR 5.       Discovery**

1. Within twenty (20) days of the date of service of summons or no later than 24 hours before the Parenting Plan Conference, both parties shall exchange copies of the following documents:
  - a. An accurate and provable statement of the parties' gross monthly income received from all sources within 90 days prior to the date of service;
  - b. An accurate and provable statement of monthly employment-related child care expenses;
  - c. Evidence of medical insurance coverage and premium cost;
  - d. An accurate and provable list of monthly living expenses.
2. No later than 48 hours before a Temporary Order Hearing both parties shall exchange copies of the following documents:
  - a. An accurate and provable statement of the parties' gross monthly income received from all sources within 90 days prior to the date of the temporary order hearing.
  - b. Complete tax returns for three (3) years prior to date of the temporary order hearing;
  - c. An accurate and provable statement of monthly employment-related child care expenses for 90 days prior to the temporary order hearing;
  - d. Evidence of medical insurance coverage and premium cost (for the children only);
  - e. An accurate and provable list of marital debts, stating the purpose of the debt and the amount of monthly payments for all existing debts and obligations; and
  - f. An accurate and provable list of monthly living expenses.
3. All additional discovery shall be commenced within forty-five (45) days of the date of service of summons or notice of hearing, absent agreement of the parties or an order of the Court.



## **DIVORCE PACKET WITHOUT CHILDREN**

Includes: Jurisdictional Testimony Affidavit, Attestation Form, Instruction for PPC, Email info for Clerk  
Jurisdictional Testimony Affidavit must be notarized and turned in with Decree



**IN THE DISTRICT COURT OF TULSA COUNTY  
STATE OF OKLAHOMA**

Petitioner,	)	
	)	
	)	Case No. _____
	)	
Respondent.	)	Docket _____
	)	
	)	

**JURISDICTIONAL TESTIMONY AFFIDAVIT  
(TO BE FILED BY THE PARTY)**

**Petitioner/Respondent (circle one)**, in support of the request for a divorce alleges and states  
That:

1. JURISDICTION: **Petitioner/Respondent (circle one)** was for more than six months preceding  
the filing of the Petition herein an actual resident, in good faith, of the State of Oklahoma,  
and  
resident(s) of Tulsa County, for thirty days at the time the Petition was filed.
2. MARRIAGE: The parties were married to each other on the \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_, in \_\_\_\_\_ (City and State).
3. GROUNDS: A state of irreconcilable incompatibility has arisen between the parties which  
Destroyed the legitimate aims of the marriage and renders its continuation impossible, by  
Reason of which each party is entitled to a divorce.
4. CHILDREN: There are \_\_\_\_\_ minor child(ren) that have been born or adopted since the  
parties have been married. Wife is not now pregnant.
5. CUSTODY: The custody arrangement stated in the Decree is in the best interest of the  
minor  
Child(ren) or ( ) not applicable.
6. PROPERTY: The parties agree that the Decree fairly and equitably divides the marital  
property  
and debt.
7. FORMER NAME: Petitioner/Respondent (circle one) wishes to be restored to his or her  
former  
Name of \_\_\_\_\_ or ( ) not applicable.
8. BANKRUPTCY: Neither party has filed for bankruptcy in the past six years.



9. ADMONITION: Both parties understand that they cannot marry anyone else, other than each Other, in the State of Oklahoma for the next six months. Both parties understand that if they Marry someone else outside the State of Oklahoma, they cannot live that person in the State of Oklahoma as husband and wife for the next six months. Both parties understand that the divorce is final for other purposes once the Decree is approved by the Judge and filed in the above case number.

\_\_\_\_\_  
Petitioner/Respondent signature (circle one)

**VERIFICATION**

**STATE OF OKLAHOMA** )  
 ) SS.  
**COUNTY OF TULSA** )

I, \_\_\_\_\_, of lawful age, being first duly sworn, upon oath depose and state.

I am the above named **Petitioner/Respondent (circle one)**. I have read the above and foregoing Document. The contents, statements and allegations are all true and correct to the best of my Knowledge and belief.

\_\_\_\_\_  
Petitioner/Respondent signature (circle one)

Subscribed and sworn to me before this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ in Tulsa Oklahoma.

\_\_\_\_\_  
Notary Public



**DOCKET A - #5356 – PACE – 379 – JENNIFER ALLISON**

\_\_\_\_\_ **DROP IN INBOX**

\_\_\_\_\_ **CONTACT INFO: JENNIFER.ALLISON@OSCN.NET**

**DOCKET B- #5399 – WILSON– 349 – KEITH MAGRADY**

\_\_\_\_\_ **DROP IN INBOX**

\_\_\_\_\_ **CONTACT INFO: KEITH.MAGRADY@OSCN.NET**

**DOCKET C - #5496 – CHESBRO– 378 – BREONNA SMITH**

\_\_\_\_\_ **DROP IN INBOX**

\_\_\_\_\_ **CONTACT INFO: BREONNA.SMITH@OSCN.NET**

**DOCKET D - #5336 – HATHCOAT – 601 – REBECCA BASTOW**

\_\_\_\_\_ **DROP IN INBOX**

\_\_\_\_\_ **CONTACT INFO: REBECCA.BASTOW@OSCN.NET**

**DOCKET E - #5314 – DOSS – 348 – BELINDA COLLINS (SUZI)**

\_\_\_\_\_ **DROP IN INBOX**

\_\_\_\_\_ **CONTACT INFO: BELINDA.COLLINS@OSCN.NET**

**DOCKET F - #5330 – RADFORD – 605 – KACHARRA MANSKER**

\_\_\_\_\_ **FOR PPC INFO: KACHARRA.MANSKER@OSCN.NET**

**The Family Resource Coordinator:**

1. Located on the 3<sup>rd</sup> Floor, Family Court Area, Office 353. He can be reached by email [steven.amend@oscn.net](mailto:steven.amend@oscn.net) or call 918-596-5335
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