

## **INSTRUCTIONS FOR 14TH JUDICIAL CIRCUIT APPROVED PETITION FOR ANNULMENT OF MARRIAGE (01/14)**

This is the packet you will use if you wish to file for an annulment. An annulment is a court order that declares that a marriage was never valid; having the effect of wiping out a marriage as though it never existed.

1. The completed original petition must be signed in the presence of a notary public or deputy clerk.
2. The person seeking the annulment is called the Petitioner, and the person responding to the petition is the Respondent.
3. The completed original forms must be filed with the Clerk of the Circuit Court in the County where you live. You should keep a copy of this petition for your records.
4. A Deputy Clerk will notarize your signature for a fee, collect the appropriate filing fee, and assign a family law case number and judge to the action.
5. You must pay the filing fees to the Clerk of the Court. You will be given a receipt that reflects your case number. At this time, the Clerk will forward your case to a Pro-Se Case Manager for further processing of the case.
6. Check with the case manager to see if you need to bring the Final Judgment of Annulment form with you to the hearing. If you do, you should type or print the heading, including the circuit, county, case number, division, and the parties' names and leave the rest blank for the judge to complete at your hearing or trial.
7. If the judge grants your petition, he or she will sign this order. A deputy clerk can provide you with the certified copies of the signed order. A deputy clerk can tell you how much those charges are.
8. It may be helpful to compile a list of all the people and/or places that will need a copy of your final judgment. This list may include the driver's license office, social security office, banks, schools, etc. A list will help you know how many copies of your order you should get from the Clerk's office after your hearing.