

STEP 1 - The spouse that has decided to file for divorce must fill out the following forms:

- **Domestic Relations Case Information Sheet**
- **Petition**
- **Summons**

STEP 2 - The spouse that has filed for divorce must submit copies of the completed documents above as well fill in the portion of the **Summons** section titled '**Acceptance of Service**'. Submit to the County District court where you reside and pay the filing fee of \$230 (in some counties there are 'service charge' fees, be sure to contact the clerk before filing).

STEP 3 - Within 40 days of filing the petition, you must completely fill in the following forms and provide copies to your spouse:

- **Sworn Financial Statement**
- **Supporting Schedules**

After trading copies with your spouse you must, each of you must file the forms with the clerk. If your spouse fails to do so within the 40 days, you must file a **Motion to Compel** in order to force your spouse to file the documents.

STEP 4 - You should meet with your spouse to fill out the following forms and file with the court clerk's office afterwards:

- **Certificate of Compliance**
- **Separation Agreement**
- **Parenting Plan (if children)**
- **Child Support Worksheets (if children)**
- **Sworn Financial Statement**
- **Supporting Schedules**

STEP 5 - After 90 days from the day the spouse filing the **Summons** (in Step 3), you can set a court hearing date by filing the **Notice of Set** with the clerk. A filed copy must be sent to your spouse.

If you are notified the day you file the **Notice of Set**, you will be required to file, at the same time, the **Notice of Hearing**. A copy of the **Notice of Hearing** will also be required to be sent to your spouse in order to inform him or her of the scheduled date.

STEP 6 - Go to your court hearing and make sure that you have the completed **Divorce Decree** and **Support Order**. Both forms will be mailed to you and your spouse after the hearing as long as you bring 2 pre-stamped and self-addressed envelopes. At this time your divorce in Colorado is complete.