

Uncontested Divorce (Dissolution)/Settlement Process

If your case is agreed upon by both petitioner and respondent or is a default (the other party has not responded), you are not required to wait for a trial date to finalize your dissolution. If you settle your case and the appropriate time requirements have been met, you may request the clerk of court to give you a date on the uncontested dissolution docket. This docket is 9:00 AM every Friday that is not a holiday.

How do I set the final hearing?

- Approximately two weeks prior to the completion of the 90-day waiting period, contact the clerk's office by emailing pcclkc@piercecounitywa.gov - The requesting party needs to include their name and case number in the email and indicate that they are requesting an uncontested hearing date for after the completion of the 90-day period. This court date is to finalize your **UNCONTESTED** dissolution. You will receive an email response from the clerk's office notifying you of the hearing date.
- **PROOF OF SERVICE:** If your case involves a Joinder and your spouse DEMANDS notice of future hearings or has not waived notice, you must provide proper proof your spouse received notice of this court date. You must file a Proof of Mailing or Hand Delivery Form (FL All Family 112) showing the other party received the Note of Issue for the Pro Se Uncontested Dissolution Docket. The Proof of Mailing must be **signed by someone other than you—you cannot serve the notice**. Emails and Texts are not sufficient proof. The mailing must occur 10 days before the hearing.
- Your proposed final documents are NOT uploaded through LINX – you must deliver or mail them Monday through Friday, 8:30 am – 4:30 pm, at least five (5) days before your hearing date to:

Superior Court Administration
Attention: Family Court Services
930 Tacoma Ave S, Rm 334
Tacoma, WA 98402

Required: All documents should be one-sided. Margins on the first page: 3-inch top with 1-inch bottom and sides. 1-inch top, bottom and side margins on every other page of a document.

- Failure to provide the proposed final orders may result in the uncontested dissolution hearing being canceled.

Complete proposed final documents

Forms can be obtained at www.courts.wa.gov/forms/ or www.washingtonlawhelp.org or the Pierce County Law Library.

For dissolution of marriage:

- Interrogatories (Pierce County Superior Court webpage, <https://www.co.pierce.wa.us/1036/Forms>)
- Findings and Conclusions About a Marriage (FL Divorce 231)
- Final Divorce Order/Legal Separation Order (FL Divorce 241)

In addition, if there are children:

- Parenting Plan – Final (FL All Family 140) & required Certificate of attendance at the Impact on Children Seminar. (Approved provider list for the Mandatory Parenting Seminar is attached.)
- Residential Time Summary Report (FL Divorce 243)
- Order of Child Support (FL All Family 130)
- Child Support Worksheets (and recent paystubs and tax returns) (WSCSS – Schedule & Worksheets)

NOTE: If the parties have minor children who have ever received any state cash assistance, medical benefit/insurance, the Family Support Division of the Prosecutor's Office (253-798-7444) must approve the final child support order.

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- There are no personal appearances for the Pro Se Uncontested Dissolution docket. You **do not need to attend** the hearing in person or by zoom. The Court Commissioner reviews the interrogatories, proposed orders, and documents in the court file. Should the Court not sign your orders, the Court will issue an Order of deficiency explaining what is needed or missing.
 - Once the Commissioner signs the original documents, **YOU ARE DIVORCED, SEPARATED, OR THE MARRIAGE DECLARED INVALID!**

- Copies of the signed original documents can be obtained from the Clerk's Office for a fee. Additional information for those representing themselves in a family case in Pierce County can be found at www.tacomaprobono.org in the Family Law Help section or contact the **Domestic Relations Facilitators appointment line at (253)798.3627** to help complete your final documents. These and other resources can be found in the Family Court Section at www.co.pierce.wa.us/superior.

APPROVED PROVIDERS AS OF JUNE 1, 2022

PIERCE COUNTY SUPERIOR COURT MANDATORY PARENTING SEMINARS

Effective immediately, and only for a temporary period in line with the Washington Supreme Court's Chief Justice's Public Health Emergency Amended Order #25700-B-607 and other Pierce County Superior Court Emergency Orders, all parties required to complete an Impact on Children Seminar may complete an online seminar in lieu of personally attending one of Pierce County's approved seminar providers. This emergency rule amends PCLSPR 94.05 and the Administrative Policy re Impact on Children Seminar. Fees up to \$60.00, but a sliding fee scale is available, depending on need.

Only online seminars hosted by a Pierce County seminar provider are approved, unless a special waiver is granted by a Pierce County Superior Court judicial officer. Note: not all of the approved providers have online programs in place at the present time.

Below are the approved mandatory parenting seminar programs:

Consider the Children

Family Education and Support

Online Seminar Available

Spanish interpreters and material available

Cost: up to \$60/person; a sliding fee scale is available

REGISTER - Call 360-754-7629 or Toll Free (1-877) 813-2828 OR email

WWW.FamilyESS.org/ctc-trainings

Always Parents: Families in Transition

Online Seminar Available

Cost: up to \$60/person; a sliding fee scale is available

Spanish Interpreter/materials available

REGISTER ONLINE: www.alwaysparents.com

Call (253) 267-3622

Crossroads of Parenting and Divorce

Army (JBLM) Family Advocacy Program

Online Seminar Available

Population Served: DOD ID Card Holders ONLY

Cost: Free to DOD ID Card Holders ONLY

REGISTER:

<https://jblmfamilyadvocacy.timetap.com/#/>

Registration is available under 'FAP Parenting Classes'

Call: (253) 967-5901

Impact on Children

Harbor Wellness

Online Seminar Available

Cost: up to \$60/person; a sliding fee scale is available

REGISTER - Call (253) 358-7176

www.harborwellness.org

Don't Forget the Kids

Institute for Children's Advocacy

Online Seminar Available

Cost: up to \$60/person; a sliding fee scale is available

REGISTER - Call (253) 228-2100

www.instituteforchildrensadvocacy.info

Impact of Divorce on Children

HopeSparks

Online Seminar Available

Cost: up to \$60/person; a sliding fee scale is available

Call (253) 565-4484

www.hopesparks.org