

505TH DISTRICT COURT
HON. KALI MORGAN, PRESIDING JUDGE

UNCONTESTED MATTERS CHECKLIST

To ensure the timely resolution of your case, please be sure that all of the documents listed below are filed with the District Clerk's Office at least **24 hours** before your scheduled hearing. Failure to timely file the required documents will result in your hearing being reset.

DIVORCE—NO CHILDREN

- Final Decree of Divorce signed by all parties
- Waiver of Service
- Information on Suit Affecting the Family Relationship (BVS, Form VS-165)

DIVORCE—WITH CHILDREN

- Final Decree of Divorce signed by all parties
- Waiver of Service
- Income Withholding for Support
- Medical Support Order
- Information on Suit Affecting the Family Relationship (BVS, Form VS-165)

SUITS AFFECTING THE PARENT-CHILD RELATIONSHIP (SAPCR) AND MODIFICATIONS

- Agreed Final Order signed by all parties
- Income Withholding for Support
- Medical Support Order
- Information on Suit Affecting the Family Relationship (BVS, Form VS-165)

NAME CHANGE

- Name Change Order
- ADULT - Fingerprint card AND criminal background check by the Texas Department of Public Safety on file with the District Clerk
- CHILD - Requires proof of notice to both parents and order to be signed by both parents. If minor child is 10 years or older, minor's written consent must be on file.

DEFAULTS: You are required to submit the following, in addition to the items listed above, as applicable:

- Certificate of Last Known Address
- Non-Military Affidavit
- Return of Service (on file for a minimum of 10 days)
- A sworn inventory and appraisalment (divorce matters >\$50,000)