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Divorce Filing Prep Checklist

Action Checklist — ClearLegalTips.com (2026)

A step-by-step list to keep your divorce on track and your costs down. Work through the phases in

order.

Phase 1 — Before You File

Confirmed your state residency requirement is met (often 3–6 months)

Decided uncontested vs contested with your spouse

Gathered financial records: income, debts, accounts, property deeds

Listed all marital assets and debts to be divided

Estimated total cost using the Divorce Cost & Budget Worksheet

Phase 2 — Prepare the Paperwork

Downloaded the correct petition forms from your county court

Completed the divorce petition with accurate information

Prepared a parenting plan (if you have minor children)

Prepared a marital settlement agreement (if uncontested)

Phase 3 — File & Serve

Filed the petition and paid the filing fee (or requested a fee waiver)

Served your spouse using a court-approved method

Filed the proof of service with the court

Phase 4 — Finalize

Completed any required parenting class

Attended mediation or hearings as scheduled

Submitted the final judgment / decree for the judge's signature

Obtained certified copies of the final decree

Updated beneficiaries, titles, and accounts after the divorce is final

Notes

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