“PART 1” DIVORCE (OR LEGAL SEPARATION): **JOINT WITH MINOR CHILDREN**

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| ***FORMS (& copies) YOU NEED:*** | ***COSTS/FEES:*** |
| ***Divorce forms:***   * *Joint Petition with Minor Children* (Original + 4 copies) * *Confidential Petition Addendum* (Original only)   ***(optional) Fee Waiver forms\*\*:***   * *Petition for Waiver of Fees & Costs – Affidavit of Indigency* (Original only) * *Order on Petition for Waiver of Fees & Costs* (Original only)   ***\*\*****To waive the joint filing fee, both spouses must qualify for the Fee Waiver on their own and complete/submit their own Fee Waiver forms.* | ***Joint Filing fee:***   * $198.00 ($0 with an approved Fee Waiver) |

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| ***STARTING YOUR CASE: Part 1, General Process*** |
| 1. ***Get everything you need to file.*** All originals & copies must be single-sided. Bring money for the costs/fees and bring your photo ID if you need to get documents notarized. If you are using a Fee Waiver, bring proof of income or public assistance. 2. ***File everything in person at the Milwaukee County Courthouse*** (901 N. 9th St, open Monday-Friday 8:30am-4:30pm).  * Room 609 🡪 If you’re using a Fee Waiver, get it approved. * Room 104 🡪 File the documents and get a case number.   + - Show your approved Fee Waiver or pay the filing fee. * Room 707 🡪 File the remaining documents and get a dismissal date. * Room 101 🡪 If either spouse has ever gotten public assistance, file a copy with Child Support Services.  1. ***Get started on “Part 2” of the process.*** To get a hearing date, you will need to complete and file a second set of paperwork before your dismissal date. You will also need to take a [Parent Education Class](https://www.milwaukeejusticecenter.org/parent-education-classes.html) approved by the county. |

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| ***QUESTIONS?*** |
| * *Find the forms, directions, and how-to videos to answer your own questions:* [*https://www.milwaukeejusticecenter.org/howtovideos.html*](https://www.milwaukeejusticecenter.org/howtovideos.html) * *Schedule an appointment with the Milwaukee Justice Center for help with Part 2 documents, service questions, etc.: Call (414) 278-3965 or Email* [*mjcdivorce@gmail.com*](mailto:mjcdivorce@gmail.com)*. (email recommended).* |