

INFORMATION FOR FILING A PRO SE DIVORCE IN LAMAR COUNTY

THE DISTRICT CLERK'S OFFICE DOES NOT SUPPLY FORMS NECESSARY TO FILE FOR DIVORCE

CLERK'S ARE NOT ATTORNEYS AND ARE LEGALLY PROHIBITED FROM GIVING ANY LEGAL ADVICE

If you intend to represent yourself "Pro Se" (without the assistance of an attorney) you must have knowledge to prepare and file the necessary pleadings and present your case to the Court.

Forms for filing your own divorce are available online at texaslawhelp.org, or at the Paris Public Library. You may also find information on how to file for divorce by doing research at a law library.

PROCEDURES FOR FILING YOUR OWN DIVORCE

1. You must have a **completed** "Original Petition for Divorce."
2. You must have a **signed** "Standing Restraining Order" attached to your petition as the last page. That form is attached to these instructions.
3. You must have a **completed** "Information on Suit Affecting the Family Relationship". That form is attached to these instructions also.
4. If children are involved in the divorce you must complete an informational sheet in order for child support to be setup. That form is attached to these instructions as well.

BRING ALL THESE FORMS PLUS 2 COPIES TO THE CLERK'S OFFICE ALONG WITH THE FILING FEE.

The filing fees are:

Divorce where spouse signs a waiver (agrees to divorce) \$ 284.00

Divorce with a citation issued (does not agree)\$ 292.00

THESE FEES ARE DUE AT THE TIME OF FILING.

Your petition will be filed and assigned a cause number and court. Please have this information available when contacting our office concerning your case. The District Clerk's phone number is 903-737-2427. Our hours are 8:00 AM to Noon and 1:00 P.M. to 5:00 PM.

The petition must be on file for at least **60 days** before the final hearing can be held. After **45 days** from the filing of your petition you may call to obtain a final hearing date. To obtain a hearing first determine which court your case is in and call:

62nd District Court 903-737-2434
6th District Court 903-737-2432
County Court at Law 903-782-1104

When you report to the appropriate courtroom for your final hearing you must bring your **completed** Final Divorce Decree for the judge to sign and **2 copies**.

AGAIN, THE DISTRICT CLERK'S OFFICE CANNOT LEGALLY HELP YOU WITH ANY ADDITIONAL INFORMATION.

Thank you,



SHAWNTEL GOLDEN
DISTRICT CLERK, LAMAR COUNTY

**LAMAR COUNTY STANDING ORDER REGARDING CHILDREN, PROPERTY
AND CONDUCT OF THE PARTIES**

NO PARTY TO THIS LAWSUIT HAS REQUESTED THIS ORDER. Rather, this order is a standing order of the Lamar County District Courts and the Lamar County Court at Law (hereinafter "the Courts") that applies in every marriage dissolution suit and every suit affecting the parent-child relationship filed in Lamar County, except cases initiated by the Attorney General of Texas or the Department of Family Protective and Regulatory Services. The Courts have adopted this order because the parties and their children should be protected and their property preserved while the lawsuit is pending before the Courts.

IT IS THEREFORE ORDERED:

1. **NO DISRUPTION OF CHILDREN**. All parties are ORDERED to refrain from doing the following acts concerning any child the subject of this suit:
 - a. removing any child from the State of Texas, acting directly or in concert with others, without written agreement from all parties or a court order;
 - b. disrupting or withdrawing any child from the school or day-care facility where the child is presently enrolled without written agreement of all parties or a court order;
 - c. hiding or secreting any child from any party;
 - d. changing any child's current place of abode without the written agreement of all parties or a court order;
 - e. disturbing the peace of any child;
 - f. making disparaging remarks regarding any party or any party's family in the presence or within the hearing of any child; and,
 - g. using or possessing any dangerous drug or controlled substance, not prescribed by a physician, during any period of possession of any child or 12 hours before.


2. **CONDUCT OF THE PARTIES DURING THIS CASE**. All parties are ORDERED to refrain from doing the following acts:
 - a. Using vulgar, profane, obscene or indecent language, or a coarse or offensive manner, while communicating with any party or child, whether in person, by telephone or in writing (including text messaging or other forms of electronic communication such as email or fax).
 - b. threatening another party or any child in person, by telephone or in writing (including text messaging or other forms of electronic communication such as email or fax) to take unlawful action against any person.
 - c. placing one or more telephone calls to any party, at an unreasonable hour, in an offensive or repetitious manner, anonymously or without a legitimate purpose of communication.

4. **SPECIFIC AUTHORIZATION IN MARRIAGE DISSOLUTION CASES.** If this is a case to dissolve a marriage, the parties to the marriage are specifically authorized to do the following:
- a. to engage in acts reasonable and necessary to the conduct of the party's usual business and occupation;
 - b. to make expenditures and incur indebtedness for reasonable attorney's fees and expenses in connection with this suit;
 - c. to make expenditures and incur indebtedness for reasonable and necessary living expenses for food, clothing, shelter, transportation and medical care;
 - d. to make withdrawals from accounts in financial institutions only for the purposes authorized by this order.
5. **PERSONAL AND BUSINESS RECORDS IN MARRIAGE DISSOLUTION CASES.** If this is a case to dissolve a marriage, the parties to the marriage are ORDERED to refrain from doing the following:
- a. concealing, destroying, disposing of or altering in any manner family records, property records, business records or any records of income, debts, liabilities or other obligations;
 - b. falsifying any writing or record relating to the property of either party. "Records" as used herein includes paper documents as well as data stored or maintained in any electronic or digital format.
6. **INSURANCE IN MARRIAGE DISSOLUTION CASES.** If this is a case to dissolve a marriage, the parties to the marriage are ORDERED to refrain from doing the following:
- a. withdrawing or borrowing in any manner all or part of the cash surrender value of any life insurance policy on the life of either party or child of either party, except as specifically authorized by this order;
 - b. changing or in any manner altering the beneficiary designation on any life insurance on the life of either party or the child of either party;
 - c. cancelling, altering or in any manner affecting any casualty, auto or health insurance policy insuring any property owned by either party, including the child of either party.
7. **SERVICE AND APPLICATION OF THIS ORDER**
- a. Petitioner/Movant/Applicant shall attach a copy of this Order, signed by the Petitioner/Movant/Applicant, to the original petition/motion/application and to each copy. The clerk ***shall not*** accept for filing a petition/motion/application if the Petitioner/Movant/Applicant has failed to attach a signed copy of this Order to the original petition/motion/application and each copy.
 - b. this Order is effective upon the filing of the petition/motion/application and shall remain in full force and effect as a temporary restraining order for fourteen (14) days after the date of

filing of the original petition/motion/application. If no party contests this order by presenting evidence at a hearing on or before fourteen (14) days after the date of the filing of the original petition/motion/application, this order shall continue in full force and effect as a temporary injunction until further order of the Court. This entire order will terminate and will no longer be effective once the Court signs a final dispositive order in this suit.

8. **EFFECT OF OTHER COURT ORDERS.** If any part of this Order conflicts with any part of a Family Violence Protective Order (hereinafter "the Protective Order") currently in effect at the time of the filing of this suit, or a Protective Order issued after the filing of this suit, involving the parties to this suit, the terms and provisions of the Protective Order prevail over conflicting portions of this Order. Any part of this Order not changed by some later order remains in full force and effect until the Court signs a final dispositive order in this suit.

This Lamar County Standing Order Regarding Children, Property and Conduct of the Parties shall become effective on May 16, 2016.



Wes Tidwell, Judge
6th District Court
Lamar County, Texas



Will Beard, Judge
62nd District Court
Lamar County, Texas



Bill Harris, Judge
County Court at Law
Lamar County, Texas

I, _____, do hereby state that I have received a copy of the Lamar County Standing Order Regarding Children, Property and Conduct of the Parties, have read it in full and understand it and agree to be bound by its terms.

Petitioner/Movant/Applicant

**INFORMATION ON SUIT AFFECTING THE FAMILY RELATIONSHIP
(EXCLUDING ADOPTIONS)**

SECTION 1. GENERAL INFORMATION (REQUIRED) STATE FILE NUMBER

1a. COUNTY _____ 1b. COURT NO. _____
 1c. CAUSE NO. _____ 1d. DATE OF ORDER (mm/dd/yyyy) _____

2. TYPE OF ORDER (CHECK ALL THAT APPLY):

- DIVORCE/ANNULMENT WITH CHILDREN (Sec. 1,2 AND 3) DIVORCE/ANNULMENT WITHOUT CHILDREN (Sec 1 AND 2)
- ESTABLISHMENT OF COURT OF CONTINUING JURISDICTION (SEC 1 AND 3)
(Court Order Establishing Paternity, Conservatorship, Child Support or Termination of Parental Rights)
- CHANGE IN THE NAME OF THE CHILD (SEC 1 AND 3)
(PROVIDE PRIOR AND NEW NAME OF CHILD IN SECTION 3)
- TRANSFER OF COURT OR CONTINUING JURISDICTION (SEC1,3 AND INFORMATION BELOW)

TRANSFER TO: COUNTY _____ COURT NO. _____ STATE COURT ID# _____

3a. NAME OF ATTORNEY FOR PETITIONER	3b. TELEPHONE NUMBER (including area code)
3c. CURRENT MAILING ADDRESS (STREET AND NUMBER OR P.O BOX, CITY, STATE, ZIP)	

SECTION 2 (IF APPLICABLE) REPORT OF DIVORCE OR ANNULMENT OF MARRIAGE

PETITIONER	4. NAME (FIRST MIDDLE LAST SUFFIX)		5. MAIDEN LAST NAME (NAME BEFORE 1 ST MARRIAGE)	
	6. PLACE OF BIRTH (CITY AND STATE OR FOREIGN COUNTRY)	7. RACE	8. DATE OF BIRTH (mm/dd/yyyy)	
	9. USUAL RESIDENCE	STREET NAME & NUMBER	CITY	STATE
RESPONDENT	10. NAME (FIRST MIDDLE LAST SUFFIX)		11. MAIDEN LAST NAME (NAME BEFORE 1 ST MARRIAGE)	
	12. PLACE OF BIRTH (CITY AND STATE OR FOREIGN COUNTRY)	13. RACE	14. DATE OF BIRTH (mm/dd/yyyy)	
	15. USUAL RESIDENCE (STREET AND NUMBER CITY, STATE, ZIP)			
16. NUMBER OF MINOR CHILDREN		17. DATE OF MARRIAGE (mm/dd/yyyy)	18. PLACE OF MARRIAGE (CITY AND STATE OR FOREIGN COUNTRY)	

SECTION 3 (IF APPLICABLE) CHILDREN AFFECTED BY THIS SUIT

CHILD 1	19a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)			
	19b. DATE OF BIRTH (mm/dd/yyyy)	19c. SEX	19d. BIRTHPLACE (CITY, COUNTY AND STATE)	
	19e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE			
CHILD 2	20a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)			
	20b. DATE OF BIRTH (mm/dd/yyyy)	20c. SEX	20d. BIRTHPLACE (CITY, COUNTY AND STATE)	
	20e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE			
CHILD 3	21a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)			
	21b. DATE OF BIRTH (mm/dd/yyyy)	21c. SEX	21d. BIRTHPLACE (CITY, COUNTY AND STATE)	
	21e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE			

ADDITIONAL CHILDREN LISTED ON BACK OF THE FORM.

I CERTIFY THAT THE ABOVE ORDER WAS GRANTED ON THE DATE AND PLACE AS STATED.

SIGNATURE OF THE CLERK OF THE COURT

WARNING: This is a governmental document. Texas Penal Code, Section 37.10, specifies penalties for making false entries or providing false information in this document. VS-165 REV 07/2017

CHILD 4	23a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)		
	23b. DATE OF BIRTH (mm/dd/yyyy)	23c. SEX	23d. BIRTHPLACE (CITY, COUNTY AND STATE)
	23e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE		
CHILD 5	24a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)		
	24b. DATE OF BIRTH (mm/dd/yyyy)	24c. SEX	24d. BIRTHPLACE (CITY, COUNTY AND STATE)
	24e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE		
CHILD 6	25a. CHILD CURRENT NAME (FIRST MIDDLE LAST SUFFIX)		
	25b. DATE OF BIRTH (mm/dd/yyyy)	25c. SEX	25d. BIRTHPLACE (CITY, COUNTY AND STATE)
	25e. PRIOR NAME OF CHILD (FIRST MIDDLE LAST SUFFIX) – IF APPLICABLE		

Instructions for Completing the Suit Affecting Parent Child Relationship Form

GENERAL REQUIREMENT:

All divorces/annulments (with or without children) and all suits affecting the parent-child relationship must be reported through the clerk of the court to the State Vital Statistics Unit (VSU).

Consolidated reporting by petitioners, attorneys, and the courts is designed to make mandatory reporting more efficient, timely, and improve the quality of reporting. However, this reporting system is only as good or timely as you make it; therefore, your attention in completing and filing this report is critical.

Legal basis for this reporting is contained in Health and Safety Code §194.002 and Texas Family Code §§108.001-.002 and 108.004.

For information concerning reporting or questions about this form, contact field services at fieldservices@dshs.texas.gov or by phone at 512-776-3010.

The VSU-165 form must be printed double-sided (one sheet not two).

For information on the court of continuing jurisdiction of a child, contact VSU at (888) 963-7111 ext. 2529. Inquiries should be addressed to VSU, 1100 West 49th Street, Austin, Texas, 78756-3191; inquiries may also be faxed to (512) 776-7164.

SECTION 1 (IF APPLICABLE) - REPORT OF SUIT

This section must be completed for each report filed.

- 1a – d. Enter the required information to identify the court proceeding.
- 2. Check the type of suit being reported. This determines also which sections of the form must be completed. If more than one type of order applies, check all that apply. Transfers from one jurisdiction to another must be reported in this section (if court number is unknown, specify "unknown").
- 3a – c. Complete the attorney information to assist in questions or follow up. If case was pro se, please enter the information of the person completing this form.

SECTION 2 (IF APPLICABLE) - REPORT OF DIVORCE OR ANNULMENT OF MARRIAGE

All divorces/annulments must be reported, even if there were no minor children. All information is required.

- 4-9. Report the Petitioner's information including maiden name (if applicable).
- 10-15. Report the Respondent's information, including maiden name (if applicable).
- 16. Report the number of minor children affected by this divorce; if none, record "0." This number must correspond to the listing of children in Section 3.
- 17-18. Enter the date and place of the marriage being dissolved.

SECTION 3 (IF APPLICABLE) - CHILDREN AFFECTED BY THIS SUIT

Every child affected by the suit being reported must be listed, and all items concerning that child must be completed. If more than three children are affected, check the "additional children listed on back of form" box, and continue to list the additional children. If more than 6 children complete section 3 on another form, label it "continuation" and attached the continuation form to the original form.

CAUSE # _____

IN THE 6th /62nd DISTRICT COURT/

COUNTY COURT AT LAW

LAMAR COUNTY, TEXAS

**THIS IS THE MINIMUM INFORMATION NECESSARY TO ESTABLISH A CHILD SUPPORT CASE IN THE STATE
DISBURSEMENT UNIT DATABASE. PLEASE COMPLETE AND RETURN TO THE DISTRICT CLERK'S OFFICE SO
AN ACCOUNT CAN BE SET UP.**

OBLIGEE'S NAME (L,F,M) _____

OBLIGEE'S SOCIAL SECURITY NUMBER: _____

OBLIGEE'S ADDRESS: _____

OBLIGOR'S NAME (L,F,M) _____

OBLIGOR'S SOCIAL SECURITY NUMBER: _____

OBLIGOR'S ADDRESS: _____

CHILD'S NAME (L,F,M): _____

CHILD'S DATE OF BIRTH: _____

CHILD'S SOCIAL SECURITY NUMBER: _____

CHILD'S NAME (L,F,M): _____

CHILD'S DATE OF BIRTH: _____

CHILD'S SOCIAL SECURITY NUMBER: _____

CHILD'S NAME (L,F,M): _____

CHILD'S DATE OF BIRTH: _____

CHILD'S SOCIAL SECURITY NUMBER: _____

CHILD'S NAME (L,F,M): _____

CHILD'S DATE OF BIRTH: _____

CHILD'S SOCIAL SECURITY NUMBER: _____