

SUPERIOR COURT OF CALIFORNIA COUNTY OF EL DORADO

- 2850 Fairlane Court, Suite 120, Placerville, CA 95667
- 495 Main Street, Placerville, CA 95667
- 1354 Johnson Blvd., South Lake Tahoe, CA 96150
- 2927 Meder Road, Cameron Park, CA 95682

TITLE OF CASE:

CASE NUMBER

FAMILY LAW JUDGMENT CHECKLIST (TRUE DEFAULT)

True Default: No response and no written agreement between the parties.

Note: You can only request in the judgment what was originally requested in your petition.

1. Respondent Served with Process:
 - a. Proof of Service of Summons (FL-115) (always required):
 - Was Filed Submitted Herewith
 - b. Notice & Acknowledgment of Receipt (FL-117) (required for service by mail):
 - Was Filed Submitted Herewith
 - c. Other (please indicate): _____
2. Request to Enter Default (FL-165):
 - Was Filed Submitted Herewith
3. Declaration Regarding Service of Petitioner’s Preliminary Declaration of Disclosure: (FL-141):
 - Was Filed Submitted Herewith

Note: This step is not required if the petition and summons were served by either publication or posting.
4. Declaration for Default or Uncontested Dissolution or Legal Separation (FL-170):
 - Was Filed Submitted Herewith
5. Judgment (FL-180):
 - a. Child Custody and Visitation at page ___ of the Judgment **or** Child Custody and Visitation (Parenting Time) Order Attachment (FL-341) attached.
 - i. Attachment forms FL-341 (A) through FL-341) may be included if using form FL-341.
 - ii. If not using form FL-341 to address child custody and visitation, Family Code Section 3048(a) must be addressed. You may use the wording on items 1 through 5 of form FL-341 to accomplish this.
 - b. Child Support at page ___ of the Judgment **or** Child Support Information and Order Attachment (FL-342) attached.
 - i. Guideline support: _____. XSpouse attached. (You may obtain a guideline support printout by visiting <https://childsupport.ca.gov/guideline-calculator/>.)

OR

- ii. Department of Child Support Services (DCSS) is a party to the case.
 - If DCSS is collecting child support or you are receiving aid for a child through TANF, an attorney for DCSS must sign off on the Judgment.
 - **If DCSS is collecting support through a separate support case, you are only required to reference the case number and may proceed to item 5(e).**
 - You may either provide your own signature page for the DCSS attorney to sign, or you may obtain a template signature page from the family law facilitator for the DCSS attorney to sign.

- **Note:** If child support is requested to be paid by the Respondent, and there is no current Income & Expense Declaration on file from the Respondent, the judge may request that the clerk set a prove-up hearing.
- c. State who is to provide health insurance for the child(ren) at page ___ of the Judgment **or** FL-342 attached (does NOT have to be addressed if support is being reserved).
- d. State how uncovered medical expenses for the child(ren) are to be divided at page ___ of the Judgment **or** FL-342 attached (does NOT have to be addressed if support is being reserved).
- e. Spousal Support at page ___ of the Judgment **or** Spousal, Domestic Partner, or Family Support Order Attachment (FL-343) attached.
- i. Both parties addressed. Please read the following:
- If your marriage was less than 10 years, support cannot be terminated as to the Respondent if you did not request termination under 8b of the Petition. Support for Respondent under those circumstances would have to be reserved in the Judgment.
 - If your marriage was 10 years or more, support cannot be terminated as to the Respondent without an explicit written agreement of the parties. Support for Respondent under those circumstances would have to be reserved in the Judgment.
 - If your marriage was 10 years or more, and no support is being requested, then support must be reserved as to both parties unless a previous order was made to terminate jurisdiction.
 - **Note:** If spousal support is requested to be paid by the Respondent, and there is no current Income & Expense Declaration on file from the Respondent, the judge may request that the clerk set a prove-up hearing.
- f. Community Property at page ___ of the Judgment **or** Property Order Attachment to Judgment (FL-345). This must be addressed if it was mentioned under item 5(b) of the Petition.
- Note:** If the community property division is unequal or has not been properly disclosed to the Respondent, a prove-up hearing may be set in addition to other requirements that the Judge may deem necessary.
- None, as stated in the Petition.
6. Child Support Case Registry Form (FL-191). This must be submitted even if no child support is requested at this time.
- Was Filed Submitted Herewith
7. Retirement Plan Joinder:
- Note:** This step is case dependent and plan dependent. Review FL-318-INFO to determine if a joinder is needed in your case. Review Retirement Plan Joinder – Information Sheet (FL-318-INFO) to determine if a joinder is needed in your case.
- a. Pleading on Joinder-Employees Benefit Plan (FL-370):
- Was Filed Submitted Herewith
- b. Request for Joinder of Employee Benefit Plan and Order (FL-372):
- Was Filed Submitted Herewith
- c. Notice of Appearance and Response of Employee Benefit Plan (FL-374):
- Was Filed Submitted Herewith
- d. Summons (Joinder) (FL-375):
- Was Filed Submitted Herewith
8. Notice of Entry of Judgment (FL-190) with self-addressed stamped envelopes for both parties.