

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 (TECHNICAL DEFAULT)

Technical Default: Default filed but a marital settlement agreement is attached.

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):
 - a. **Preliminary Disclosures (mandatory for both parties):**
 Petitioner: Was Filed Submitted Herewith Respondent: Was Filed Submitted Herewith
AND one of the following (3b or 3c):
 - b. **Final Disclosures:**
 Petitioner: Was Filed Submitted Herewith Respondent: Was Filed Submitted Herewith
 - c. Stipulation and Waiver of Final Declaration of Disclosure (FL-144):
 Was Filed Submitted Herewith
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/>.)
 - ii. Non-guideline support: _____. If support is below the guideline amount, then you must include the entire Family Code Section 4065 language **or** FL-342(a) attached.
 - iii. 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.
- 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:
 - 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.
 - None, as stated in the Petition.
 - g. Parties and Attorney's signatures: Defaulting party's signature must be notarized.
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.