

**APPENDIX 28.2B: LA. C.C.P. ART. 969(B) DIVORCE CHECKLIST**

**LOUISIANA CIVIL CODE ARTICLE 103(1)**

**Uncontested Divorce Under Code of Civil Procedure Article 969(B)**

Notice: Must be completed by Mover or their attorney and submitted/filed with the Judgment of Divorce.

\_\_\_\_\_  
Petitioner  
versus  
\_\_\_\_\_  
Defendant

DOCKET NUMBER: \_\_\_\_\_

PARISH OF \_\_\_\_\_

**A. Dates**

- 1. Petition for Divorce: \_\_\_\_\_ Date Petition Filed
- 2. Parties physically separated: \_\_\_\_\_ Date of Separation
- 3. Service of the Petition:
  - a. If Sheriff's return is in the record, indicate the date and type of service:  
Personal/Domiciliary (*Circle one*) \_\_\_\_\_ Date of Service  
If Domiciliary, then name of person served \_\_\_\_\_ and the relationship \_\_\_\_\_.  
OR OR
  - b. If a Waiver of Service is filed into the record, provide dates of execution and filing: \_\_\_\_\_ Date Waiver Executed  
\_\_\_\_\_ Date Waiver Filed
- 4. Answer filed: \_\_\_\_\_ Date of Answer

**B. Pleadings**

- 1. Is the Petition for Divorce in the record?  Yes
- 2. Is proper jurisdiction and venue expressly alleged in the Petition?  Yes
- 3. Are both parties represented by counsel?  Yes
- 4. Has each party, through their counsel, filed a written joint stipulation of facts, request for judgment, and sworn verification?  Yes
- 5. Have counsel for the parties filed a proposed judgment containing a certification that counsel and each party agree to the terms thereof?  Yes

**C. Time Periods (La. C.C. Art. 103.1)**

(Choose either #1 or #2)

- 1. The parties have minor children, and have been living separate and apart **365 days or more** without reconciliation.  Yes  
OR
- 2. The parties have no minor children and have been living separate and apart **180 days or more** without reconciliation.  Yes

NOTICE: If an attorney for absent defendant has been appointed, this procedure cannot be used. Petitioner and the appointed attorney must appear in court.

**MOVER'S/ATTORNEY'S CERTIFICATION**

I hereby certify that I have examined the record or conformed copies of all pleadings in the above-captioned case and the information provided herein is true and correct based upon my personal knowledge, information and belief.

_____ Date of Record Examination	_____ Signed by Petitioner/Attorney for Petitioner	_____ Attorney's Bar Number
_____ Date of Certification	_____ Address	_____ Telephone Number

**HEARING OFFICER RECOMMENDATION**

Considering the record in this case, the submission of the parties or their counsel, it being the finding of the hearing officer that all legal requirements for granting a divorce under Louisiana Civil Code Article 103(1) have been met.

IT IS HEREBY recommended that the attached Judgment of Divorce be made the Order of this Court, no objection having been made by either party.

\_\_\_\_\_, Louisiana, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Hearing Officer