

**23<sup>rd</sup> JUDICIAL DISTRICT COURT**  
**APPENDIX 28.1C: LA. C.C.P. ART. 1702(F) DIVORCE CHECKLIST**  
**LOUISIANA CIVIL CODE ARTICLE 103(1) OR ARTICLE 103(5) DIVORCE**

**FOR PRO SE ONLY**

Note: Must be completed by Petitioner and submitted/filed with the Judgment of Divorce.

_____ Petitioner	NUMBER _____ DIV “__”
VERSUS	23RD JUDICIAL DISTRICT COURT
_____ Defendant	PARISH OF ASCENSION
	STATE OF LOUISIANA

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- Date the parties were married: \_\_\_\_\_
  
- The requisite period of time to live separate and apart (*select one*):  
    \_\_\_\_ 180 days- there are no minor children of the marriage  
    \_\_\_\_ 365 days- there are minor children of the marriage
  
- For La. C.C. art. 103 (1): date the parties began living separate and apart: \_\_\_\_\_
  
- For La. C.C. art. 103 (5): date that a protective order or injunction was issued against the defendant to protect the petitioner or a child of one of the spouses from abuse: \_\_\_\_\_
  
- Date the petition was filed: \_\_\_\_\_
  
- Service / waiver (*select one*):  
    \_\_\_\_ Personal / domiciliary service on: \_\_\_\_\_  
    \_\_\_\_ Waiver was executed on: \_\_\_\_\_ and filed on: \_\_\_\_\_  
    \_\_\_\_ Long arm service delivery on: \_\_\_\_\_ and affidavit filed: \_\_\_\_\_
  
- Did the defendant make an appearance in the case or was petitioner contacted by an attorney in writing concerning the action after it was filed: **Yes/No** (If yes, see subpart below)  
  
    If the defendant made an appearance in the case or petitioner was contacted by an attorney in writing, was notice of the default judgment sent to the attorney or defendant by certified mail at least 7 days before the default judgment? **Yes/ No** (If yes, you must file your proof of certified mailing pursuant to La.C.C.P. Art. 1702A)
  
- If this is a divorce under La. C.C. 103(1), have 2 days passed since defendant’s waiver was filed? **Yes/ No**
  
- If this is a divorce under La. C.C. 103(5), have 21 days passed since service/waiver of service? **Yes/ No**
  
- If this is a divorce under La. C.C. 103(5), has the petitioner filed a certified copy of the protective order into the record? **Yes/No**
  
- Petitioner has 2 witnesses to appear in open court to testify. **Yes/ No**
  
- Petitioner has filed the original and not less than one copy of the proposed default judgment. **Yes/ No**

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**CERTIFICATION OF PETITIONER**

I certify that the information I have provided above is correct after an examination of the record.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**CERTIFICATION OF MINUTE CLERK**

I certify that after examining the record, no answer or opposition has been filed in the proceeding.

\_\_\_\_\_  
MINUTE CLERK SIGNATURE

\_\_\_\_\_  
DATE