

38<sup>TH</sup> CIRCUIT COURT OF CHRISTIAN COUNTY, MISSOURI - CHRISTIAN COUNTY CIRCUIT CLERK'S OFFICE, BARB STILLINGS, CIRCUIT CLERK - 110 W. ELM STREET, ROOM 202, OZARK, MO 65721, PHONE 417-582-5120

Please refer to the following checklist when preparing to represent yourself (pro se). Most of the forms below may be obtained through [www.courts.mo.gov](http://www.courts.mo.gov). The case WILL NOT be filed until all documents are received, signed and notarized (if required). It is your responsibility to keep the court updated with any address changes pertaining to your case.

CHECK MARK WHEN COMPLETE	DOCUMENT NEEDS NOTARIZED	DOCUMENT NEEDED	DISSOLUTION OF MARRIAGE	MOTION TO MODIFY CHILD CUSTODY (& SUPPORT)	MOTION TO MODIFY CHILD SUPPORT	MOTION FOR FAMILY ACCESS (VISITATION)	PETITION FOR CHILD CUSTODY	PETITION FOR ADULT NAME CHANGE	PETITION FOR MINORS NAME CHANGE	PETITION FOR DECLARATORY JUDGMENT REPLACEMENT TITLE	PETITION OF LANDLORD FOR RECOVERY OF RENT AND POSSESSION	SMALL CLAIMS
	X	Verified Petition	X	X	X	X	X	X	X *3 forms, CAFC402, CAFC411, CAFC412	X	X	X *DOESN'T HAVE TO BE NOTARIZED
		Certificate of Dissolution	X									
	X	Statement of Income & Expenses	X	X	X	X	X					
	X	Statement of Property & Debt (house requires a legal description & deed)	X	X			X					
	X	Respondent's Answer (uncontested)	X	X	X		X					
		Proposed Judgment (MUST BE COMPLETED)	X	X	X		X	X	X			
		Parenting Plan A with Form 14 (if applicable)	X	X		X	X					
		Parenting Plan B with Form 14 (if applicable)	X	X		X	X					
		Confidential Filing Sheet	X	X	X	X	X	X	X	X	X	X
		Litigant Awareness Program Certificate of Completion	X	X	X	X	X					

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		Request for Publication (if applicable)	X	X	X	X	X	X	X *2 forms, CAFC712, CAFC482			
		Request to Proceed as a Poor Person (if applicable)	X	X	X	X	X	X	X			
		Filing Fee (money order, cashier's check or credit card)	\$130.50	\$130.50	\$130.50	\$130.50	\$130.50	\$130.50	\$130.50	\$48.50	\$48.50	\$35.50
		Sheriff fee varies by county	*	*	*	*	*	*	*	*	*	*

For directions on how to complete the Parenting Plan A & B, & Form 14, start at [www.courts.mo.gov](http://www.courts.mo.gov), go to Court Forms, then Family Law Forms, scroll down to Dissolution of Marriage, from the menu on the right click on Dissolution of Marriage Forms – Petitioner (filing spouse), then scroll down to #8 Parenting Plan, last click on Directions, Comments for Use and Examples for Completion of Form No. 14. **\*SHERIFF FEES VARIES BY COUNTY & MUST BE PAID BY MONEY ORDER. CONTACT THAT COUNTY FOR FEES.**