

CLEAN-BREAK DIVORCE INSTRUCTIONS

Please carefully read these instructions, then follow the simple steps below to start your dissolution action. Remember, the Court requires a lot of information that only you can provide; your dissolution cannot be filed unless you provide all information.

WHAT TO DO:

- A. Read these instructions and “What You Should Know About Divorce”.
- B. Complete and return any paperwork given to you by your attorney.
- C. CALL US IF YOU HAVE ANY QUESTIONS.

WHAT HAPPENS AFTER YOUR ATTORNEY INTERVIEW:

- A. You must return any information or paperwork still needed to Carson Law Center, P.C. We will not proceed with your case until all information needed is received and your balance is paid in full.
- B. Carson Law Center, P.C. will prepare your petition (document filed with the Court to state what you, the Petitioner, are asking the Court to do), your spouse’s Entry of Appearance and all other documents necessary for your dissolution.
- C. We will call you to set a time for you to pick up all documents. All documents MUST be signed by you and your spouse, notarized and returned to our office before we can proceed.
- D. All of your documents, once completed, will be filed with the Court.
- E. **IN MISSOURI**, your decree will be mailed to you between 50 and 60 days of filing.
- F. **IN KANSAS**, we will set your court date and mail written notice to you (usually several weeks in advance). The notice will tell you the date, time, place, and what is suitable for you to wear to Court. **YOU MUST ATTEND THIS HEARING**; however, since your spouse signed the Entry of Appearance (waiving the requirement that a sheriff’s deputy “serve the papers” upon him or her), your spouse is **NOT** required to attend.

1. Court date. Your attorney will present your case to the Judge, put you on the stand and ask questions regarding your situation. Your dissolution is final on the hearing date.

2. After Court we will close your file, process all documents and mail your Decree (which is signed by the Judge and grants the dissolution, stating all the terms of the dissolution) to you and your ex-spouse.

MISCELLANEOUS INFORMATION:

- A. Tell us **IMMEDIATELY** if your address or phone number changes. Your Attorney should always be able to reach you.
- B. Maintenance is a new term for alimony.

- C. A settlement agreement is a contract signed by Petitioner and Respondent, Approved by the Judge and made a part of the divorce decree. This agreement divides all marital property and debt as well as outlines special conditions regarding children, visitation, alimony etc.
- D. An attorney can only represent one party in a transaction; however, if you have Reached an agreement with your spouse, your divorce will proceed as the two Of you want it, even though your attorney can only represent one side.
- E. If you change your mind, send this office written notice that you do not want scheduled for hearing and want your file closed.

OFFICE POLICY

At Carson Law Center, P.C., you, your attorney, and legal assistants jointly participate in your case from beginning to end

YOUR COMMITMENT includes paying your fees, providing information requested and following the instructions given to you by this office.

MY LEGAL ASSISTANTS have access to your file. Their duties include answering your questions, handling day-to-day operations, collecting information, setting some court dates, preparing and filing documents, and corresponding with other offices. Handling of these duties by my Legal Assistants ensures that your case proceeds as quickly as possible. If you have a question regarding the status of your case or need a letter explained to you or need confirm a court date, my Legal Assistants can answer your questions immediately or call you back within a day.

YOUR ATTORNEY makes all legal decisions, explains procedures to you, applies the law to your situation, discusses options, resolves problems, and represents you at the court hearing.

CARSON LAW CENTER, P.C.
4004 Washington
Kansas City, Missouri 64111
816-333-1110
Fax: 816-333-3967

Focus On Children In Separation (FOCIS)

How do parents and children enroll in FOCIS?

FOCIS (Focus on Children in Separation) encourages parents to learn positive ways to deal with the change divorce brings to a family. Most FOCIS providers have town classes that are one week apart. Both classes must be attended to be in compliance with the court order. The parent the children live with most of the time is responsible for bringing children, ages 5-17 years, to class. There are no baby sitting services provided. The parent who brings the children attends an adult class while the children attend an age appropriate class. Each parent pays a fee of \$46 to attend FOCIS, this is to be paid before the first class session begins. A parent who earns less than \$15,000 a year can pay a reduced fee of \$23. To pay a reduced fee, you must obtain prior approval from Family Court Resource Services in order to verify income, other wise you will be expected to pay the full fee. Call the provider to register for FOCIS at least 48 hours before class begins. If you need interpreter services please let the provider know at time of enrollment. If you have registered for FOCIS and then cannot attend, call the provider 24 hours before class begins to avoid being billed for the class. If you attend the first class of a session and cannot attend th second class, call the provider 24 hours before class begins or you will have to start over and pay the fee again. No one will be admitted to class once class has begun

Schedule of FOCIS Classes

Information Line: (816) 881-1653

GREATER METROPOLITAN JACKSON COUNTY

New Beginning Family Services

In-Home Classes, One Session Only, flexible Scheduling by Appointment

Teresa Mullins (816) 537-8779; cell phone (816) 509-7369 or

Shelley Franzoslos (816) 525-0967

The cost of this service is \$55.00 with no reduced fee.

SOUTHERN JACKSON COUNTY

Longview Community College, 500 SW Longview Road, Lee's Summit, MO (816) 672-2030

Three sessions offered per month. PLEASE SELECT ONE SESSION.

Session I	Third Monday and Wednesday	6-8 pm
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Session II	First Tuesday and Thursday	6-8 pm
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EASTERN JACKSON COUNTY

Child Abuse Prevention Association, 503 East 23rd Street, Independence, MO (816) 252-8388 Ext. 310

Session offered on consecutive Tuesdays.

Consecutive Tuesdays	6-8 pm
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First Christian Church, 701 NW 15th Street, Blue Springs, MO (816) 229-8400

Two sessions offered per: PLEASE SELECT ONE SESSION.

Session I	First and Second Wednesday	6-8-pm
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Session II	Third and Fourth Saturday	6-8 pm
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