

How to File Your Annulment



Make sure you have all your court forms.

- ✓ It is very important that you read the instructions on this sheet. **See more detailed instructions at www.fultonfamilydivision.com.**
- ✓ Take all your forms with you to court.

Follow these steps.

1st

Review your forms to make sure they are correct. Arrange your forms into **three** complete sets in the order that they were listed in I-CAN!

2nd

Take your forms to a Notary Public. Sign and date any forms that require notarization in the presence of the Notary.

Notary Public:

- You can find a Notary Public at some banks or businesses or government offices.
- You may be charged a fee. Be sure to take with you a valid picture ID.

3rd

File your forms. Take all three sets of your forms to the Clerk's office of the Court named on your forms. Before you file, find out the fee charged to file your forms. Keep one set of forms for your records.

4th

Serve the other party. Arrange for the Sheriff to serve a copy of your court forms to the other party.

5th

Attend the hearing or conference. After you file your forms, you will receive a notice that provides your court date, time, and the courtroom where your hearing or conference will be held. Bring all of your court forms with you to court.

Need more help?

Contact the Family Law Information Center at (404) 335-2789

How to Prepare for Your Annulment Hearing

Follow these steps.

Know your hearing date. After you file your forms, you will receive a notice with the date, time, and place for your hearing or conference. **Please be sure to be on time.**

Practice what you want to say.

Prepare brief notes on what you want to say, so that you may be organized.

Bring your court forms, any evidence and any witnesses that may help you prove your case. At the hearing, you must show any evidence to the other party before presenting it to the Court. If you have any witnesses, let the Judge know. Witnesses may need to wait outside the courtroom while you are testifying.

NOTE: No cameras or weapons are allowed in the court.

Get to the court 30 minutes early.

1. There may be a line for the security check at the entrance to the courthouse.
2. Find the courtroom. Your case will be listed on the calendar.
3. When the courtroom opens, go in and tell the clerk or officer that you are present.
4. Watch the other cases so you will know what to do.
5. When your name is called, go to the table set up for the parties.

The judge will ask you questions.

- Be polite.
- Call the Judge “Your Honor”.
- Do not speak directly to the other party when you are before the Judge.
- Do not interrupt anyone.
- Tell the Judge if you don’t understand a question.
- Stick to the point. Answer the questions you are asked.
- Wait for a copy of any orders.

Need more help?

Contact the Family Law Information Center at (404) 335-2789