

Bronx County Supreme Court Uncontested Matrimonial Checklist

Title of Action _____ -vs- _____ Index # _____

Forms listed in **bold** print must be submitted in every case. All packages must be presented in the following order:

- Note of Issue with \$125.00 fee**
- Request for Judicial Intervention (RJI) - No fee required.**
- RJI Addendum (Form 840M)
- Notice of Automatic Orders and Notice Concerning Continuation of Health Care Coverage with proof of service**
- Summons With Notice or Summons (served with Verified Complaint), with proof of filing**
- Verified Complaint**
- Affidavit of Service or Affidavit of Defendant**
- Sworn Statement of Removal of Barriers to Remarriage with Proof of Service
- Affirmation of Regularity**
- Affidavit of Plaintiff**
- Affidavit regarding military status of defendant (May be addressed in Affidavit of Plaintiff)**
- Affidavit regarding DRL 76h information if there are children less than 18 years old (May be addressed in Affidavit of Plaintiff)
- Corroborating Affidavit of Third Party (Annulment or Adultery Cases Only)
- Stipulation resolving ancillary issues. The stipulation must be acknowledged, and must contain DRL §255 statements or an Addendum containing the DRL §255 statements must be submitted. Where there is no stipulation, proof of service of the DRL 255 notice must be submitted.
- Copy of any Family Court order that is to be continued
- Findings of Fact and Conclusions of Law**
- Judgment of Divorce**
- Part 130 Certification**
- Certificate of Dissolution of Marriage**
- Special UCS-111A (UCS Divorce and Child Support Summary Form)**
- New York State Case Registry Filing Form
- Two (2) Self-Addressed, Stamped Envelopes**