

Uncontested Matrimonial Volunteer Lawyer Program, Queens County

The **free** divorce clinic is for married people who do not have an attorney and want a divorce. The clinic is open Monday, Tuesday and Wednesday from 9:30 a.m. to 4:30 p.m. in Queens Supreme Court, Room 25A located on the second floor. In addition, the clinic is open on Thursday from 2:30 p.m. to 6:00 p.m. in the Queens Civil Court Help Center, Room 235 located on the second floor.

To make an appointment, call the Supreme Court Help Center at (718) 298-1024 or visit the Queens Supreme Court Help Center in Room 100 located at 88-11 Sutphin Blvd., Jamaica, NY 11435. If you are unable to keep your appointment, please call the Court Help Center to cancel or reschedule.

If you are unable to communicate in English, you must bring someone that you trust with you to your scheduled appointment to serve as your interpreter. The clinic does not provide interpreters.

Bring the following to your scheduled appointment:

1. Your valid government issued photo identification document.
2. A copy of your marriage certificate, and if necessary an English translation.
3. The following information for your spouse:
 - a. Complete name
 - b. Home address
 - c. Social Security number
 - d. Date of birth
 - e. Telephone number
4. **If you and your spouse have children together, the following information about your children is required:**
 - a. Complete name
 - b. Social security number
 - c. Date of birth
 - d. Current address
 - e. **FINAL Order of Custody and FINAL Order of Visitation or a settlement agreement properly executed between you and your spouse resolving custody and visitation.**
 - f. **Order of Child Support or a settlement agreement properly executed between you and your spouse resolving child support.**
 - g. Health Insurance information for the children including:
 - i. Plan Administrator
 - ii. Group ID Number
 - iii. Address for the plan
 - iv. Telephone number for the plan
5. Court filing fees*: Total fee \$335.00
 - a. Index number (paid when you start the case): \$210.00
 - b. Request for Judicial Intervention: \$95.00 + Note of Issue: \$30.00 = \$125.00

***Court filing fees may be paid in cash, U.S. Postal Money Order, certified bank check or major credit card.**
6. *If you need to apply for a "fee waiver," you must bring with you, documentation in support of your inability to pay the court filing fees. This may include but is not limited to: proof that you receive government assistance, unemployment, social security, etc.



Appointment Date: _____

Appointment Time: _____

Location: 88-11 Sutphin Blvd, Room 25A 89-17 Sutphin Blvd., Room 235