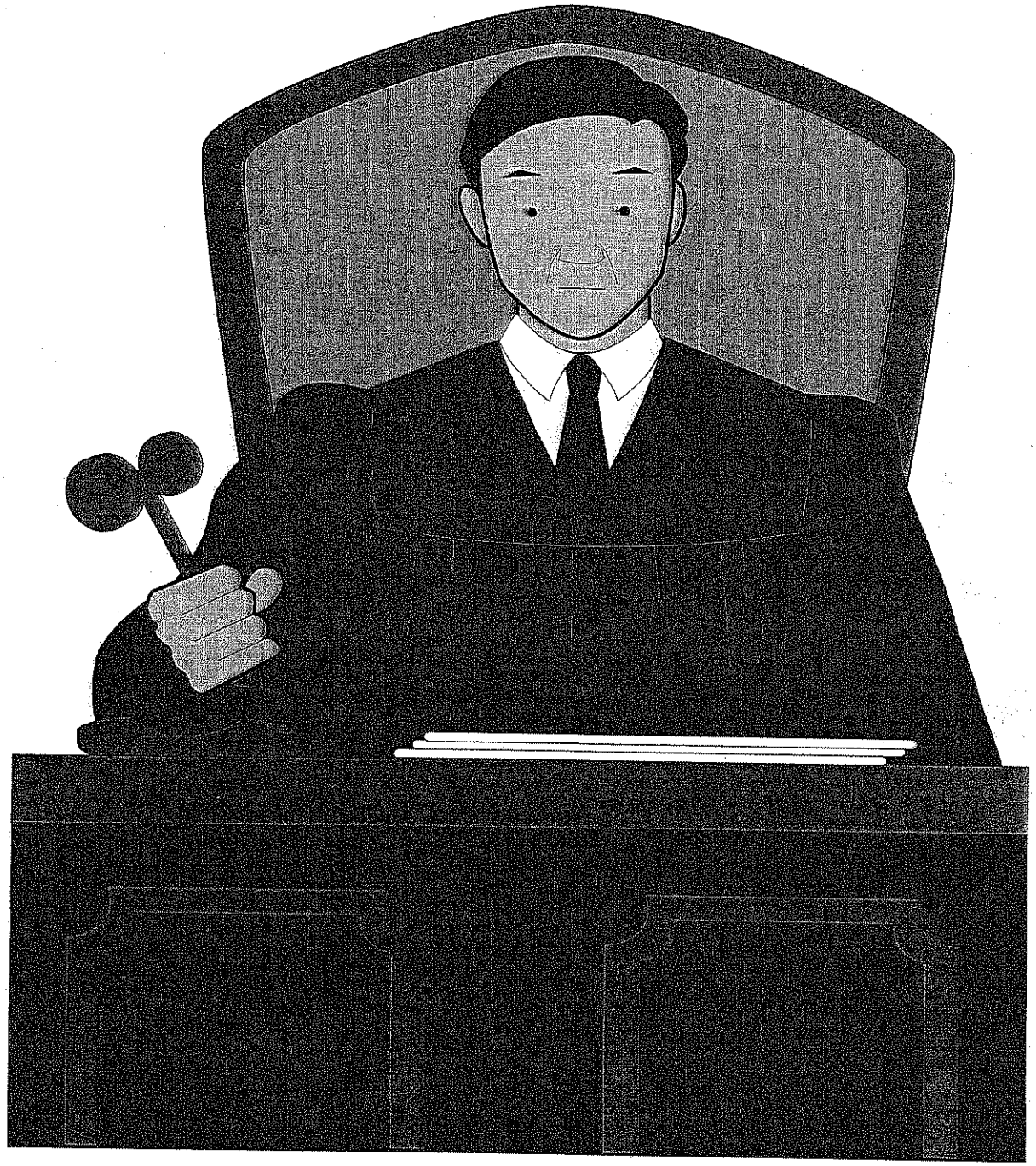
Logan County Family Court
Pro se Divorce Packet



Pro se – Representing Yourself in Court

As with any Court of this type, citizens are not required to have an attorney. Therefore, you may represent yourself if you choose. If you do choose to represent yourself, you will be held to the same standards and must meet the same legal requirements with respect to any of the documentation and evidence as an attorney must meet.

None of the employees of the Court, nor the Clerk of Courts, can provide any legal advice. You may contact Legal Aid (1-888-534-1432 or www.lawolaw.org) if you cannot afford an attorney and do not wish to represent yourself. If a case involves a possible finding of contempt which could result in a jail sentence, the Court may appoint an attorney if you meet the financial qualifications.

Generally, you should have an attorney if:

- You are going to have a contested hearing
- Your spouse has an attorney
- There are substantial assets to be divided
- There is physical or emotional abuse

How to Terminate a Marriage in the State of Ohio

In Ohio, a marriage may be terminated through any of the following actions.

- Divorce
- Dissolution
- Annulment
- Death of one of the parties, or
- Presumption of death (requires an unexplained continuous absence from the home for a full seven years).

The Difference Between Divorce, Dissolution, Legal Separation and Annulment

A **divorce** is where one spouse sues the other to end the marriage and the Court decides on the issues of custody, visitation, support, property, etc. A divorce is the legal separation and termination of the marriage by judgment of the Court, which may be granted only upon a finding by the Court that certain "grounds" (legal reasons) for divorce exist.

A **dissolution** is a form of no-fault termination of the marriage relationship where both parties have agreed upon all of the terms of the termination of marriage (such as division of marital property, spousal support, parental rights and responsibilities, child support, etc.) and are requesting that the Court terminate the marriage and approve the agreement between the parties.

The basic advantages of a dissolution are that it is not adversarial in nature (meaning the parties have already agreed upon every aspect of the termination); there is no Plaintiff or Defendant; it is not a "divorce"; and the Court does not have to make any of the decisions it would have to make in a contested divorce. Additionally, it is usually concluded faster than a divorce action.

A **legal separation** is similar to a divorce except that the marriage is not ended, even though property can be divided. The Court can also make orders for custody and support.

An **annulment** is a decree from a Court determining that the marriage is legally invalid because of some defect that existed at the time the marriage was entered into. An annulment decree declares that a marital status never existed, unlike a divorce decree that terminates a marriage. The grounds for an annulment include:

- Underage marriage
- Bigamy (one of the parties has another living spouse)
- Mental incompetence of one of the parties
- Fraud
- Duress
- Marriage has not been consummated.

"Grounds" or Legal Reasons for Divorce in Ohio

The spouse filing for divorce or dissolution of marriage must have been a resident of Ohio for at least 6 months and a resident of the county for at least 90 days immediately prior to filing. Ohio law permits the granting of a divorce only upon a finding by the Court that there are statutory grounds to terminate the marriage. There must be testimony by the Plaintiff (person filing the divorce) and a witness (or an admission by the other spouse) as to these specific grounds.

The "no-fault" grounds include:

1. Incompatibility; and
2. Living separate and apart without cohabitation for one year.

There are nine "fault" grounds in Ohio. These "fault" grounds include:

1. Another spouse living at the time of marriage (bigamy);
2. Willful absence of a party from the marital home for one year;
3. Adultery;
4. Extreme cruelty (defined as "acts calculated to destroy the peace of mind and happiness of one of the parties to the marriage);
5. Fraudulent contract (i.e. a party was induced to enter the marriage as a result of a fraudulent misrepresentation that materially affects the essential elements of the marriage);
6. Gross neglect of duty (i.e. acts that constitute an omission to perform a legal duty, such as a failure to support the family);
7. Habitual drunkenness;
8. Imprisonment of the adverse party in a state or federal institution at the time of the filing of the complaint; and
9. An out-of-state divorce.

PROCEDURE FOR FILING A DIVORCE

Step One: Filing a Complaint

The spouse that files the Complaint is referred to as the Plaintiff. The two primary purposes for filing the complaint are to register the request for divorce with the Court and to notify the other spouse in writing of the intention to divorce. It is typically the job of the Sheriff's Office or a private process server to deliver the necessary paperwork to the interested parties. After receipt of the Complaint, the Defendant will file an Answer to the Complaint indicating either agreement or disagreement with the information contained in the Complaint. Typically, the filing of the Complaint marks the date in which legal separation of the parties begins.

Basic information required to file a Complaint:

- Date and location in which the marriage took place
- The legal residence of both parties
- The names & birth dates of each child of the marriage
- The legal reason for declaring a divorce ("grounds" listed above)
- A list of claims supporting the declared reason
- Social Security Number of Plaintiff
- Phone Number at which the Plaintiff can be contacted

Step Two: Pre-Trial Orders

After the Complaint is filed, the Plaintiff may file Pretrial Motions. These Motions are formal requests that attempt to resolve any disputes that may arise concerning living arrangements, finances, temporary custody and visitation. At the Scheduling Conference, the Court will set dates for Pre-Trial and Trial.

If no Motions are filed after the Complaint, the Court will allow 30 days for the Defendant to be served. The Defendant has 28 days from the date of service to file an answer. If the Defendant does not answer, an Uncontested Hearing date will be scheduled.

Step Three: Discovery Procedure

This is the process by which you seek to uncover vital information from the other spouse that you do not have. There are a variety of legal tools used to obtain the information. The most common would be the deposition.

A deposition is a statement, taken in writing, to be used to reinforce a position on a disputed issue in the divorce at a later date. It allows each side the chance to gain information from one another, as well as any expert witnesses who may offer opinions about the disputed issues. An authorized Court Reporter is always present to ensure that the questions asked and answers given may be verified at a later date.

Step Four: Negotiations

Once the discovery process is over, negotiations may begin to resolve the contested issues. It should not be forgotten that an out-of-Court settlement may be reached at any point in time throughout the entire legal divorce process.

Step Five: The Pre-Trial Hearing

Both sides will be interviewed in front of a Judge or a Magistrate. The issues to be addressed at the trial will be given special attention, in order for the Judge or Magistrate to best provide knowledge and insight that might hopefully encourage both parties to reach an out-of-Court settlement. As further negotiations develop, more than one pre-trial hearing may be held.

Step Six: The Final Hearing

The hearing office (Judge or Magistrate) will question each party present, for the record, and a final decision will be handed down by the Court.

Required Pleadings – Divorce Proceedings

Divorce without Children

- Praecipe (If none provided, service will be attempted by certified mail)
- Complaint
- Motion for Temporary Orders
- Affidavit in Support of Temporary Orders
- Judgment Entry/Temporary Orders
- Affidavit of Income, Expenses & Financial Disclosure (Form DR-10) and required attachments (2 of the 3 below)
  - Paycheck stubs for a one month period (most recent)
  - W-2 Forms (most recent)
  - Income Tax Return (most recent)

For a Divorce WITH Children,

You must have all the above pleadings plus:

- Child Custody Affidavit (Form UCCJA)
- CSEA Application

IN THE COURT OF COMMON PLEAS

_____ Division

_____ COUNTY, OHIO

_____ Plaintiff	:	Case No. _____
_____ Street Address	:	
_____ City, State, and Zip Code	:	
vs.	:	Judge _____
_____ Defendant	:	Magistrate _____
_____ Street Address	:	
_____ City, State, and Zip Code	:	

Instructions: This form is used in response to a filing of a Complaint for Divorce with Children. This form is used to agree with or dispute the statements made in the Complaint for Divorce with Children or a Counterclaim to a Divorce with Children.

☐ ANSWER TO COMPLAINT FOR DIVORCE WITH CHILDREN
☐ REPLY TO COUNTERCLAIM

1. I, _____ (name) **ADMIT or DENY** the following allegations, as listed in my Spouse's Complaint or Counterclaim.

ADMIT	DENY	
☐	☐	My Spouse's state of residence.
☐	☐	My Spouse's length of residence in state.
☐	☐	My Spouse's county of residence.
☐	☐	My Spouse's length of residence in county.
☐	☐	My county of residence.
☐	☐	The date of our marriage.
☐	☐	The place of our marriage.
☐	☐	My Spouse is not pregnant.
☐	☐	The number of children who were born from or adopted during the marriage or relationship.
☐	☐	The names of children who were born or adopted during the marriage or relationship.

☐ ☐ The dates of birth of children who were born or adopted during the marriage or relationship.

☐ ☐ My Spouse and I are owners of real estate and/or personal property.

2. I further **ADMIT or DENY** the following grounds for divorce:

ADMIT	DENY	
☐	☐	My Spouse and I are incompatible.
☐	☐	My Spouse and I have lived separate and apart without cohabitation and without interruption for one year.
☐	☐	My Spouse or I had a Husband or Wife living at the time of the marriage.
☐	☐	I have been willfully absent for one year.
☐	☐	I am guilty of adultery.
☐	☐	I am guilty of extreme cruelty.
☐	☐	I am guilty of fraudulent contract.
☐	☐	I am guilty of gross neglect of duty.
☐	☐	I am guilty of habitual drunkenness.
☐	☐	I was imprisoned in a state or federal correctional institution at the time the Complaint was filed.
☐	☐	I procured a divorce outside this state by virtue of which I have been released from the obligations of the marriage, while those obligations remain binding on my Spouse.

3. Anything not specifically admitted is denied.

4. Other information about the above admissions, denials, or responses: _____

_____

_____

I ask that the request for a divorce be ☐ dismissed ☐ granted (select one), and I be awarded such other relief as the Court finds fair and equitable, including ordering the cost of this action be paid as the Court may determine.

_____	_____
Your Signature	Address
_____	_____
Typed or printed Name	Telephone number at which the Court may reach you or at which messages may be left for you

CERTIFICATE OF SERVICE

I delivered a copy of my Answer to Complaint for Divorce without Children

On: (date) _____

To: (name of your Spouse's attorney or, if there is no attorney, name of your Spouse)

_____

At: (address or fax number) _____

_____

By: ☐ U.S. Mail

☐ Fax

☐ Personal delivery

☐ Other: _____

_____
Your Signature

COURT OF COMMON PLEAS

_____ COUNTY, OHIO

_____
Plaintiff/Petitioner

v./and

_____
Respondent/Petitioner

Case No. _____

Judge _____

Magistrate _____

Instructions: Check local court rules to determine when this form must be filed.
List ALL OF YOUR PROPERTY AND DEBTS, the property and debts of your spouse, and any joint property or debts. Do not leave any category blank. For each item, if none, put "NONE." If you do not know exact figures for any item, give your best estimate, and put "EST." **If more space is needed, add additional pages.**

AFFIDAVIT OF PROPERTY

Affidavit of _____
(Print Your Name)

I. REAL ESTATE INTERESTS

Address	Present Fair Market Value	Titled To	Mortgage Balance	Equity (as of date)
1. _____	$ _____	☐ Husband ☐ Wife ☐ Both	$ _____	$ _____
2. _____	$ _____	☐ Husband ☐ Wife ☐ Both	$ _____	$ _____

TOTAL SECTION I: REAL ESTATE INTERESTS $ _____

II. OTHER ASSETS

Category	Description (list who has possession)	Titled To	Value/Date of Value
A. Vehicles and Other Certificate of Title Property	(Include model and year of automobiles, trucks, motorcycles, boats, motors, motor homes, etc.)		
1. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
2. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
3. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
4. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
5. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
6. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
B. Financial Accounts	(Include checking, savings, CDs, POD accounts, money market accounts, etc.)		
1. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
2. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
3. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
4. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____

Category	Description (List who has possession)	Titled To	Value/Date of Value
C. Pensions & Retirement plans	(Include profit-sharing, IRAs, 401k plans, etc.; Describe each type of plan)		
1.		☐ Husband ☐ Wife ☐ Both	$
2.		☐ Husband ☐ Wife ☐ Both	$
3.		☐ Husband ☐ Wife ☐ Both	$
4.		☐ Husband ☐ Wife ☐ Both	$
D. Publicly Held Stocks, Bonds, Securities & Mutual Funds			
1.		☐ Husband ☐ Wife ☐ Both	$
2.		☐ Husband ☐ Wife ☐ Both	$
3.		☐ Husband ☐ Wife ☐ Both	$
4.		☐ Husband ☐ Wife ☐ Both	$

Category	Description (List who has possession)	Titled To	Value/Date of Value
E. Closely Held Stocks & Other Business Interests and Name of Company	(Type of ownership and number)		
1.		☐ Husband ☐ Wife ☐ Both	$
2.		☐ Husband ☐ Wife ☐ Both	$

F. Life Insurance Type (Term/Whole Life)	(Any cash value or loans)		(Insured party & value upon death)
1. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
2. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
3. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
4. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____

Category	Description	Who Has Possession	Value/Date of Value
G. Furniture & Appliances	(Estimate value of those in your possession, and value of those in your spouse's possession)		
1. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
2. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
3. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
4. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____

H. Safe Deposit Box	(Give location and describe contents)	Titled To	
1. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
2. _____	_____	☐ Husband ☐ Wife ☐ Both	$ _____

I. Transfer of Assets

Explanation: List the name and address of any person (other than creditors listed on your Affidavit) who has received money or property from you exceeding $300 in value in the past 12 months and the reason for each transfer.

1.	_____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
2.	_____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
3.	_____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
4.	_____	_____	☐ Husband ☐ Wife ☐ Both	$ _____

	Category	Description (Also list who has possession)	Titled To	Value/Date of Value
J. All Other Assets Not Listed Above		**Explanation:** List any item you have not listed above that is considered an asset.		
1.	_____	_____	☐ Husband ☐ Wife ☐ Both	$ _____
2.	_____	_____	☐ Husband ☐ Wife ☐ Both	$ _____

TOTAL SECTION II: OTHER ASSETS $ _____

III. SEPARATE PROPERTY CLAIMS: Pre-marital assets, gifts to one spouse only, inheritances

If you are making any claims in any of the categories below, explain the nature and amount of your claim. **This includes, but is not limited to, inheritances, property owned before marriage, and any pre-marital agreements.**

	Category (Pre-marital Gift, Inheritance, etc., acquired after separation)	Description	Why do you claim this as a separate property?	Present Fair Market Value
1.	_____	_____	_____	$ _____
2.	_____	_____	_____	$ _____
3.	_____	_____	_____	$ _____
4.	_____	_____	_____	$ _____
5.	_____	_____	_____	$ _____

TOTAL SECTION III: SEPARATE PROPERTY CLAIMS $ _____

IV. DEBT

List ALL OF YOUR DEBTS, the debts of your spouse, and any joint debts. Do not leave any category blank. For each item, if none, put "NONE." If you don't know exact figures for any item, give your best estimate, and put "EST." **If more space is needed to explain, please attach an additional page with the explanation and identify which question you are answering.**

Type	Name of Creditor/Purpose of Debt	Account Name	Name(s) on Account	Total Debt Due	Monthly Payment
A. Secured Debt (Mortgages, Car, etc.)					
1. _____	_____	_____	☐ Husband ☐ Wife ☐ Joint	$ _____	$ _____
2. _____	_____	_____	☐ Husband ☐ Wife ☐ Joint	$ _____	$ _____
3. _____	_____	_____	☐ Husband ☐ Wife ☐ Joint	$ _____	$ _____
4. _____	_____	_____	☐ Husband ☐ Wife ☐ Joint	$ _____	$ _____
5. _____	_____	_____	☐ Husband ☐ Wife ☐ Joint	$ _____	$ _____
B. Unsecured Debt, including credit cards					
1. _____	_____	_____	☐ Husband ☐ Wife ☐ Joint	$ _____	$ _____
2. _____	_____	_____	☐ Husband ☐ Wife ☐ Joint	$ _____	$ _____
3. _____	_____	_____	☐ Husband ☐ Wife ☐ Joint	$ _____	$ _____
4. _____	_____	_____	☐ Husband ☐ Wife ☐ Joint	$ _____	$ _____
5. _____	_____	_____	☐ Husband ☐ Wife ☐ Joint	$ _____	$ _____

TOTAL SECTION IV: DEBT $ _____

V. BANKRUPTCY

	Filed by: Wife, Husband, Both	Date of Filing: Case Number	Date of Discharge or Relief from Stay	Type of Case (Ch. 7, 11, 12, 13)	Current Monthly Payments
1.	☐ Husband ☐ Wife ☐ Both	_____			
		_____	_____	_____	$ _____
2.	☐ Husband ☐ Wife ☐ Both	_____			
		_____	_____	_____	$ _____

TOTAL SECTION V: BANKRUPTCY $ _____

OATH

[Do Not Sign Until Notary is Present]

I, (print name) _____ swear or affirm that I have read this document and, to the best of my knowledge and belief, the facts and information stated in this document are true, accurate and complete. I understand that if I do not tell the truth, I may be subject to penalties for perjury.

_____
Your signature

Sworn before me and signed in my presence this ____ day of _____ , _____ .

_____
Notary Public

My Commission Expires:

_____

COURT OF COMMON PLEAS
_____ COUNTY, OHIO

_____
Plaintiff/Petitioner

v./and

_____
Defendant/Petitioner

Case No. _____

Judge _____

Magistrate _____

Instructions: Check local court rules to determine when this form must be filed.
This affidavit is used to make complete disclosure of income, expenses and money owed. It is used to determine child and spousal support amounts. Do not leave any category blank. Write "none" where appropriate. If you do not know exact figures for any item, give your best estimate, and put "EST." **If you need more space, add additional pages.**

AFFIDAVIT OF INCOME AND EXPENSES

Affidavit of _____
(Print Your Name)

Date of marriage _____ Date of separation _____

SECTION I - INCOME

	Husband	Wife
Employed	☐ Yes ☐ No	☐ Yes ☐ No
Employer	_____	_____
Payroll address	_____	_____
Payroll city, state, zip	_____	_____
Scheduled paychecks per year	☐ 12 ☐ 24 ☐ 26 ☐ 52	☐ 12 ☐ 24 ☐ 26 ☐ 52

A. YEARLY INCOME, OVERTIME, COMMISSIONS AND BONUSES FOR PAST THREE YEARS

	Husband			Wife
Base yearly income	$ _____	3 years ago	20 ____	$ _____
	$ _____	2 years ago	20 ____	$ _____
	$ _____	Last year	20 ____	$ _____
Yearly overtime, commissions and/or bonuses	$ _____	3 years ago	20 ____	$ _____
	$ _____	2 years ago	20 ____	$ _____
	$ _____	Last year	20 ____	$ _____

B. COMPUTATION OF CURRENT INCOME

	Husband	Wife
Base yearly income	$ _____	$ _____
Average yearly overtime, commissions and/or bonuses over last 3 years (from part A)	$ _____	$ _____
Unemployment compensation	$ _____	$ _____
Disability benefits		
☐ Workers' Compensation		
☐ Social Security		
☐ Other: _____	$ _____	$ _____
Retirement benefits		
☐ Social Security		
☐ Other: _____	$ _____	$ _____
Spousal support received	$ _____	$ _____
Interest and dividend income (source)		
_____		
_____	$ _____	$ _____
Other income (type and source)		
_____		
_____	$ _____	$ _____
TOTAL YEARLY INCOME	$ _____	$ _____

Supplemental Security Income (SSI) or public assistance	$ _____	$ _____
Court-ordered child support that you receive for minor and/or dependent child(ren) not of the marriage or relationship	$ _____	$ _____

SECTION II – CHILDREN AND HOUSEHOLD RESIDENTS

Minor and/or dependent child(ren) who are adopted or born of this marriage or relationship:

Name	Date of birth	Living with

In addition to the above children there is/are in your household:

_____ adult(s)

_____ other minor and/or dependent child(ren).

SECTION III – EXPENSES

List monthly expenses below for your present household.

A. MONTHLY HOUSING EXPENSES

Rent or first mortgage (including taxes and insurance)	$
Real estate taxes (if not included above)	$
Real estate/homeowner's insurance (if not included above)	$
Second mortgage/equity line of credit	$
Utilities	
o Electric	$
o Gas, fuel oil, propane	$
o Water and sewer	$
o Telephone	$
o Trash collection	$
o Cable/satellite television	$
Cleaning, maintenance, repair	$
Lawn service, snow removal	$
Other:	$
	$
TOTAL MONTHLY :	$

B. OTHER MONTHLY LIVING EXPENSES

Food

- Groceries (including food, paper, cleaning products, toiletries, other) $ _____
- Restaurant $ _____

Transportation

- Vehicle loans, leases $ _____
- Vehicle maintenance (oil, repair, license) $ _____
- Gasoline $ _____
- Parking, public transportation $ _____

Clothing

- Clothes (other than children's) $ _____
- Dry cleaning, laundry $ _____

Personal grooming

- Hair, nail care $ _____
- Other _____ $ _____

Cell phone $ _____

Internet (if not included elsewhere) $ _____

Other _____ $ _____

TOTAL MONTHLY $ _____

C. MONTHLY CHILD-RELATED EXPENSES
(for children of the marriage or relationship)

Work/education-related child care $ _____

Other child care $ _____

Unusual parenting time travel $ _____

Special and unusual needs of child(ren) (not included elsewhere) $ _____

Clothing $ _____

School supplies $ _____

Child(ren)'s allowances $ _____

Extracurricular activities, lessons $ _____

School lunches $ _____

Other _____ $ _____

TOTAL MONTHLY $ _____

D. INSURANCE PREMIUMS

Life	$ _____
Auto	$ _____
Health	$ _____
Disability	$ _____
Renters/personal property (if not included in part A above)	$ _____
Other _____	$ _____
TOTAL MONTHLY	$ _____

E. MONTHLY EDUCATION EXPENSES

Tuition	
○ Self	$ _____
○ Child(ren)	$ _____
Books, fees, other	$ _____
College loan repayment	$ _____
Other _____	$ _____
_____	$ _____
TOTAL MONTHLY:	$ _____

F. MONTHLY HEALTH CARE EXPENSES
(not covered by insurance)

Physicians	$ _____
Dentists	$ _____
Optometrists/opticians	$ _____
Prescriptions	$ _____
Other _____	$ _____
_____	$ _____
TOTAL MONTHLY:	$ _____

G. MISCELLANEOUS MONTHLY EXPENSES

Extraordinary obligations for other minor/handicapped child(ren) (not stepchildren)	$ _____
Child support for children who were not born of this marriage or relationship and were not adopted of this marriage	$ _____
Spousal support paid to former spouse(s)	$ _____
Subscriptions, books	$ _____
Entertainment	$ _____

Charitable contributions	$
Memberships (associations, clubs)	$
Travel, vacations	$
Pets	$
Gifts	$
Bankruptcy payments	$
Attorney fees	$
Required deductions from wages (excluding taxes, Social Security and Medicare) (type)	$
Additional taxes paid (not deducted from wages) (type)	$
Other	$
	$
TOTAL MONTHLY:	$

H. MONTHLY INSTALLMENT PAYMENTS
(Do not repeat expenses already listed.)
Examples: car, credit card, rent-to-own, cash advance payments

To whom paid	Purpose	Balance due	Monthly payment
		$	$
		$	$
		$	$
		$	$
		$	$
		$	$
		$	$
		$	$
		$	$
		$	$
		$	$
		$	$
		$	$
		$	$
		$	$
		TOTAL MONTHLY:	$

GRAND TOTAL MONTHLY EXPENSES (Sum of A through H): $ _____

OATH

[Do not sign until notary is present.]

I, (print name) _____ , swear or affirm that I have read this document and, to the best of my knowledge and belief, the facts and information stated in this document are true, accurate and complete. I understand that if I do not tell the truth, I may be subject to penalties for perjury.

_____
Your signature

Sworn before me and signed in my presence this ____ day of _____ , _____ .

_____
Notary Public
My commission expires:

_____