



17TH JUDICIAL CIRCUIT COURT

WINNEBAGO COUNTY and BOONE COUNTY

State of Illinois

DN Case Type- No Minor Children

You filed a dissolution (divorce) petition.

What are the next steps?

1

Provide notice to the other person (the Respondent).

You can provide notice the following ways:

- A filed **Affidavit of Service** completed by a Sheriff's Deputy or a licensed process server showing the date, time, and method of serving the Respondent with your Petition for Dissolution and the Summons to appear in court.
 - *This means either the Sheriff or a private detective will find the Respondent and hand them the paperwork in person. The Sheriff or private process server will send paperwork saying this was completed back to the court.*
- A **Waiver of Service** signed by the Respondent and filed with the Clerk's office
 - *This means the Respondent agrees that they do not need the Sheriff or private process server to give them the paperwork and they agree to accept the paperwork from you.*
- If the Respondent's address is unknown, you may file paperwork to tell the Court this and request an order from the Court that the Respondent be **served by publication**. Notice of the filing will be printed in a newspaper. **This option must be approved by the judge. You must be able to prove that you have made significant tries to have the respondent served before requesting this option.*



2

Once you have provided notice with one of the methods above, bring that paperwork to the Circuit Clerk's Office to get a court date.

The court date you receive from the Clerk's office is called a **"Motion for Prove-Up"**.

This means you are asking the judge to move forward with granting your divorce, but the judge needs to review your case to make sure all documents have been received.

Your divorce will not be completed at this court date. This court date is for the judge to make sure the case is ready to move forward. If the case is ready to move forward, a Prove - Up date will be scheduled.



The Illinois Supreme Court's "How to Get a Divorce Guide" provides more information! Scan the QR code to view.





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3 Determine if you and the Respondent are in agreement on all issues including how you will separate property and resolve debts.

- If you **agree** on **all** issues, your case is ready for **“Prove-Up”**. At the Prove-Up hearing, the judge will ask each person questions and then enter the judgment of dissolution. This will finalize your divorce. See the **“Prove-Up Checklist”** on the back of this sheet for information on how to prepare for this court date.
- If you **do not agree** about one or more issues, your case will be set for **“status dates”** to allow the judge to determine how to resolve issues that do not have an agreement. If no agreement can be reached, your case may be set for a hearing to allow the judge to hear evidence and decide how these issues will be resolved.



When you first file your paperwork, you will automatically be scheduled for court on a date approximately 180 days away. This court date is called a **Case Management Conference**. If you do not follow the steps above to get your case into court sooner, you will need to attend the Case Management Conference to keep your case moving forward.



*If you are asking that the other person pay you maintenance, you must **complete a financial affidavit**.

For a step-by-step instructions on how to complete this form, visit:
ilcourts.info/financial-aff

For a guided interview that will help complete the form visit:
bit.ly/FAguidefile



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Prove-Up Checklist

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Before you have court, you must **complete the following forms:**

If asked to provide your social security number on any of the above documents, only fill in the the last 4 numbers. Do NOT include your full social security number.

- ✓ Certification Agreement
- ✓ Certificate of Dissolution
- ✓ Judgment of Dissolution
- ✓ Financial Affidavit*
(if you are requesting maintenance)



*Need the forms?
Scan here or go to:
<https://bit.ly/dndcforms>*

Once the forms are completed they need to be turned in to the court so the case can move forward. Here is how to turn your forms in:



*Give your completed forms **to the judge on the day of court**, or you can **file them in the Circuit Clerk's Office (Room 108)** **before** your court date.*



*If you plan to **attend court by Zoom**, you will need to file the above forms at least **3 days before your court date**. If you attend court by Zoom, but have not filed your forms, the Court may have to reschedule your court date.*

*Scan here to learn
how to attend court
by Zoom*

