

**COURT OF COMMON PLEAS
DOMESTIC RELATIONS DIVISION
CLERMONT COUNTY, OHIO**

www.domesticcourt.org

MOTION TO CONVERT DISSOLUTION TO DIVORCE – MINOR CHILDREN

Case Caption: _____ Vs/and _____

The following is a list of documents which must be completed, signed and submitted to the Domestic Relations Court. **AFFIDAVITS ARE NO LONGER REQUIRED TO BE NOTARIZED.** You will need an original set of documents plus two copies for filing with the Clerk of Courts.

[You may wish to check the FAQ section of the court's website for additional information.](#)

	<u>Form Number</u>
_____ Motion to Convert	118
_____ Complaint for Divorce – your own or court form	101
_____ Request for Service (unless other party signs an Appearance and Waiver of Service of Summons)	110
_____ Affidavit of Income and Expenses	501
_____ Three most recent paystubs or other proof of income	
_____ Affidavit of Property	502

After COMPLETELY filling out all the forms, please bring them to the Assignment Commissioner window for compliance review. Compliance review only applies to Self-Represented Parties (SRP).

This Petition is ready to be filed.

_____ Initialed by court personnel on _____