

PETITION CHECKLIST

Before forwarding the Petition for a Declaration of Invalidity to the Tribunal Office, please read and check-off the following checklist. If any of the following cannot be provided, please explain the reasons for the omission below.

1. ___ Petition completed, with the Libellus **signed, dated, and sealed.**
2. ___ Pastor Information-Intake List completed.
3. ___ Petitioner's Declaration (their story) completed in correct format. [With numbered sections corresponding to the questions]
4. ___ Complete mailing address with email address of Petitioner included on the Petition.
5. ___ Complete mailing address with email address of Respondent included on the Petition. [All Petitions must have a current address for the Respondent, or a last known address]
6. ___ A recent copy [within six months] of baptismal certificate. [If both Parties are Catholic, we will need both baptismal certificates]
7. ___ If not Catholic, we will need proof of baptism. [If Petitioner has proof of baptism of Respondent, please send with Petition] *This is to determine if the case is eligible for Petrine or Pauline privilege.
8. ___ A marriage certificate from the church, or civil license. [Both is preferred]
9. ___ A certified copy of the **Divorce Decree.** [Not Stipulation]
10. ___ The complete mailing addresses with email addresses of all parents (both Petitioner's and Respondent's), and the complete mailing addresses with email addresses of all witnesses.
11. ___ Release of Information enclosed. [Counselor, Pastor, or both]

PLEASE EXPLAIN IF ANY OF THE ABOVE ARE NOT AVAILABLE:
