

Next Steps for Using Your LSAutomated Divorce Documents

- 1. The program will email your documents to you. Print everything you receive.**
- 2. Each document created will need the signature of one or both spouses.**
 - a. Look carefully at each document to see WHO should sign it.
 - b. Do NOT sign your documents yet, but make sure you've located all the places where signatures are needed.
- 3. You will see several places throughout your documents that require the signature of a notary public.**
 - a. A notary public is a person designated by the state or county government to verify that the signature appearing on a document is authentic and legitimate.
 - b. Most county clerk's offices have a staff member authorized to notarize documents at no cost. Many banks and attorney's offices also have notaries that are available for a small fee.
 - c. Wait to sign the documents until you are physically in front of the notary public. Most notaries will also require that you prove your identity with a driver's license or other documentation at the time of signing.
- 4. The easiest option would be to set up a meeting with you, your spouse, and the notary public. This way all the documents can be signed at the same time.**
 - a. If you are unable to meet with the notary together, you and your spouse can sign the documents separately, but understand that the notary public must be present for EACH party when they sign the documents, but it does not have to be the SAME notary public.
 - b. If you and your spouse sign the documents separately, you should sign the SAME copy, not multiple copies.
- 5. Once the documents have been signed and notarized, take the entire packet to the Circuit Clerk's or Family Court Clerk's Office in your county to file with the Court.**

You can find your local Circuit Clerk's Office at:
www.sos.alabama.gov/city-county-lookup/circuit-clerk
- 6. If you filed your documents with an Affidavit of Substantial Hardship, a judge will be assigned to review the case and decide whether you qualify to have your filing fee waived.**
 - a. If so, the judge will then review your documents and issue a final decree of divorce. You will receive any further case information in the mail, from the court in which you filed the case.
 - b. If not, your case will be put on hold, and the judge will not enter your final decree of divorce until the filing fee has been paid. The court in which you filed your case will notify you by mail if this happens and let you know how much the filing fee is in that county.



JUSTICE FAIRNESS HOPE
**Legal Services
Alabama**

LSAutomated
Divorce

Automated documents for DIY divorce

For additional information on local court processes or other legal advice, contact one of the resources listed below:



Statewide Pro Bono Legal Assistance for Low-Income Alabama Residents

Legal Services Alabama

www.legalservicesalabama.org

(866) 456-4995

Alabama State Bar Volunteer Lawyers Program

<http://www.alabar.org/programs/volunteer-lawyers-program>

(888) 857-8571

Local Pro Bono Legal Assistance for Low-Income Alabama Residents

Madison County Volunteer Lawyers Program

www.vlpmadisoncounty.com

(256) 539-2275

Volunteer Lawyers Birmingham

www.vlbham.org

(205) 250-5198

Montgomery Volunteer Lawyers Program

www.montgomeryvlp.org

(334) 265-0222, ext. 2

South Alabama Volunteer Lawyers Program

www.savlp.org

(251) 438-1102

If you don't qualify for pro bono legal services, you can obtain a referral to an attorney local to you.

Fees Apply

Alabama State Bar Lawyer Referral Service

(800) 392-5660

For Jefferson County

Birmingham Bar Association Lawyer Referral Service

(205) 251-8006