<u>IMPORTANT DISCLOSURE</u>

These forms and instructions are provided as a courtesy only. Clark County, the Eighth Judicial District Court, the Clark County Family Law Self-Help Center, and their employees **SHALL NOT BE LIABLE** for errors contained within or for direct, indirect, special, or consequential damages in connection with providing this material.

Many family law matters involve complex and valuable legal rights. These forms and instructions are basic general forms and **<u>DO NOT</u>** fit all situations. If your situation does not fit the general forms you will need to perform additional legal research or consult an attorney.

It is always recommended that you consult with an attorney before attempting to use self-help. This is especially true if your case involves unique or complicated issues. Most family law issues affect significant legal rights. Some rights cannot be adequately protected without the assistance of an attorney.

When representing yourself, you are responsible for understanding the law that governs your case and for filing the proper legal documents. The law provides for exceptions in some situations. If your case involves special circumstances these exceptions may apply to you. Self-Help Center forms do not include information on these exceptions. Applicable laws and rules are set out in the Nevada Revised Statutes, The Nevada Rules of Civil Procedure, and other local rules governing the jurisdiction in which you are filing your documents.

By signing these documents and filing them with the court, you agree to the following:

- You have carefully read the documents;
- You understand all the terms and conditions in the documents;
- You agree with everything in the documents; and
- You are aware of all of the consequences that may occur as a result of filing.

Note that if you, the other party, or your children have ties to a state other than Nevada (i.e. you recently moved here or you have orders from another state) you should consult an attorney **<u>BEFORE</u>** filing any documents because the court may not have jurisdiction over you. However, once you file certain documents, the court will have jurisdiction and you **<u>WILL NOT</u>** be able to change that.

Helpful Tips for the Complaint for Annulment (No Minor Children):

- The filing fee for the Complaint for Annulment is **$269.**
- Common court rules to be aware of:
  - All documents must be typed or written *neatly* in black ink
  - Stamp or write original in the center on the front page of all original documents
- An annulment voids a marriage. This means that, according to the state of Nevada, the parties were never legally married.
- You **can** use this packet if:
  - You *or* your spouse have lived in Nevada for the past 6 weeks or you were married in Nevada; and
  - You meet one of the requirements for annulment listed in Part C of the instruction sheet (attached).
- If you cannot find the Defendant to personally serve him or her, you **must** get permission from the court before you can **serve by publication**.
- Your marriage is not legally annulled until the judge signs your Decree and it is filed with the clerk.

Contact the Self-Help Center if you have any questions, need additional information on how to finish your case, and for other available forms.

Self-Help Center hotline: (702) 455-1500 **website:** www.clarkcountycourts.us/shc

Annulment (No Minor Children)

Step 1: Can I file for annulment in Nevada?

A. Have you or your spouse lived in Nevada for the past 6 weeks?

☐ Yes — Go to Part C

☐ No — Go to Part B

B. Were you married in Nevada?

☐ Yes — Go to Part C

☐ No — STOP: Usually, you cannot file for annulment in Nevada.

C. Do one or more of these reasons for annulment apply to you?

☐ Lack of consent of a parent or guardian
☐ Lack of understanding or insanity
☐ Fraud
☐ Void marriage because of:
  a. Spouses who are closely related by blood; **OR**
  b. Either the Plaintiff or Defendant was married to someone else on the day the Plaintiff and Defendant were married.

☐ No — STOP: Usually, you cannot file for annulment in Nevada.

☐ Yes — GO: Go to Step 2

Step 2: Do I have all of the forms I need?

☐ Affidavit of Service
☐ Complaint for Annulment
☐ Family Court Cover Sheet
☐ Financial Disclosure Form
☐ Joint Preliminary Injunction "JPI"(optional)
☐ Summons

Go to Step 3

Step 3: Prepare and File your Forms.

Do not leave any lines blank on the forms. If something does not apply to you write "N/A".

A. **Fill out the following forms.** All Self-Help Center forms are in a fill-in-the-blank format. Use only black ink.

☐ Complaint for Annulment
☐ Family Court Cover Sheet
☐ Financial Disclosure Form
☐ JPI (if using)
☐ Summons

B. **Sign the Complaint** in front of a notary.

C. **File the forms you filled out**.

Go to Step 4

Step 4: Make copies of the forms you filed for your records AFTER they have been accepted and e-filed.

Go to Step 5

Step 5: Have the Defendant served.

A. A person who is not an interested party AND who is over the age of 18 years old MUST serve the Defendant by personally giving the Defendant filed copies of the:

☐ Complaint for Annulment
☐ Financial Disclosure Form
☐ JPI (if using)
☐ Summons

B. Next, the third party who gave these documents to the Defendant must fill out the Affidavit of Service and sign in front of a notary.

C. File the Affidavit of Service and make a copy of the filed form for your records.

Go to Step 6

Step 6: Now what do I do?

A. Wait 20 days to see whether the Defendant responds by filing an answer and/or counterclaim.

B. If the Defendant files an answer, the court schedules a case management conference within 90 days. If the Defendant also files a counterclaim, you have 20 days to respond with a reply.

C. If the Defendant does not file an answer within 20 days, you may ask the clerk to issue a default against the Defendant. Once the default is issued, you may proceed with the Decree of annulment.

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