

PACKET NO. 2

DISSOLUTION OF MARRIAGE FORMS FOR SPOUSES FILING TOGETHER (NO MINOR CHILDREN)

(This packet does not deal with child custody, visitation, or child support.
For a dissolution with minor children, please use Packet No. 1 instead.)

<i>Form Number</i>	<i>Form Name</i>
WHERE CAN I FIND INSTRUCTIONS?	
<u>DR-15</u>	Instructions are available online at https://public.courts.alaska.gov/web/forms/docs/dr-15.pdf Printed copies are available for customers with limited or no internet access.
WHAT IS INCLUDED IN THIS PACKET?	
<u>DR-100</u>	Petition for Dissolution of Marriage (no children)
<u>DR-110</u>	Request to Waive Appearance at Hearing
<u>DR-314</u>	Information Sheet
<u>PUB-15</u>	Mediation Information available online at https://public.courts.alaska.gov/web/forms/docs/pub-15.pdf Printed copies are available for customers with limited or no internet access.
VS-401	Certificate of Divorce, Dissolution, or Annulment The VS-401 must be printed on a special kind of paper and filled in without mistakes. If your packet does not include a VS-401, ask for a copy from your local courthouse or office of Health Analytics and Vital Records.

**August 2023
Alaska Court System**

The statutes, court rules, and most of the forms referenced in this packet are available on the court's website: www.courts.alaska.gov. The website also has information about the court system's Family Law Self-Help Center. The Center may be able to help you with questions about dissolution procedure.

FILING CHECKLIST

When turning in your dissolution packet with the court, make sure you have also completed the following checklist items:

- | | |
|--------------------------|--|
| <input type="checkbox"/> | DR-100: All pages are signed by both parties. |
| <input type="checkbox"/> | DR-100: Both signatures are notarized on the last page within the past 60 days. |
| <input type="checkbox"/> | DR-100: On page 3, make sure you have completely filled in the income information. |
| <input type="checkbox"/> | DR-100: On page 4 and 5, make sure you have fully described how you will divide retirement benefits and that you have attached all required documents. |
| <input type="checkbox"/> | DR-100: On page 5, make sure the VIN, license number, or registration number is provided for all vehicles. |
| <input type="checkbox"/> | Attach proposed Qualified Domestic Relations Order (QDRO), if needed. <i>[See page 7 of DR-15 Instructions for more information.]</i> |
| <input type="checkbox"/> | Attach income verification for both parties (3 current pay stubs, recent tax returns, and W-2s). |
| <input type="checkbox"/> | Included filled-out VS-401, <i>Certificate of Dissolution</i> form.
No cross-outs or white-outs acceptable. |
| <input type="checkbox"/> | Complete DR-314, <i>Information Sheet</i> . |
| <input type="checkbox"/> | Complete DR-955 (if new name requested) or DR-957 (for name restoration, if needed) and VS-405 – see Section V of DR-100. |
| <input type="checkbox"/> | Pay filing fee or include <i>Request for Exemption from Payment of Fees</i> (form TF-920). |

An incomplete petition or failure to provide the above items could result in delays or additional hearings before your dissolution can be granted.

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA
AT _____

In the Matter of the Dissolution
of the Marriage of

Party A,

Party B.

CASE NO. _____

**PETITION FOR DISSOLUTION
OF MARRIAGE (NO MINOR CHILDREN)**

We consent to the court's jurisdiction and request a decree of dissolution of marriage. Our marriage has broken down and we no longer want to be married. We agree this petition is the entire agreement between us. We understand that only the agreements written in this petition and its attachments are enforceable.

I. INFORMATION ABOUT THE PARTIES

Has either spouse filed an action for legal separation before filing this action? Yes No
If yes, please list the case number, date, and place of filing:

A. Children

- 1. Do you have any children (currently under age 19) born or adopted during your marriage? Yes No
- 2. Do you have any children together (currently under age 19) from before your marriage? Yes No
- 3. Is one of you now pregnant? Yes No

If you checked "yes" in response to any of the above questions, you should not use this form. You must use Packet No. 1 unless paternity has been legally disestablished. (If it has been, attach to this petition a copy of the documentation disestablishing paternity.)

B. Party A

- 1. Length of residence in Alaska: _____
- 2. Residence address: _____
(street address) (city) (state) (zip)
- 3. Home phone: _____ Cell phone: _____
- 4. Mailing address: _____
(box or street number) (city) (state) (zip)
- 5. Email Address*: _____
* I authorize the court to email me court documents in this case to the email address above.
- 6. Occupation: _____ Work phone: _____
- 7. Most recent employer: _____

Print or Type Party A's Name

Print or Type Party B's Name

Signature of Party A

Signature of Party B

II. FINANCIAL INFORMATION

Each party **must** attach a copy of their most recent federal tax return, W2, and at least two recent paystubs. If work is seasonal, show yearly income. If income or deductions will change after the dissolution, file documents showing expected income and deductions. The following income and deductions are **monthly** **yearly**.

	Party A	Party B
A. Income (Do not list ATAP or SSI below.)		
Gross wages	\$ _____	\$ _____
Value of employer-provided housing/food/etc. ¹	\$ _____	\$ _____
Unemployment compensation	\$ _____	\$ _____
Permanent fund dividend (PFD)	\$ _____	\$ _____
Other: _____	\$ _____	\$ _____
_____	\$ _____	\$ _____
TOTAL INCOME	\$ _____	\$ _____
B. Deductions Allowable Under Civil Rule 90.3		
Federal, state and local income tax	\$ _____	\$ _____
Social security tax (FICA) or self-employment tax	\$ _____	\$ _____
Medicare tax	\$ _____	\$ _____
Employment security tax (SUI)	\$ _____	\$ _____
Mandatory retirement contributions	\$ _____	\$ _____
Mandatory union dues	\$ _____	\$ _____
Voluntary retirement contributions if plan earnings are tax-free or deferred, up to 7.5% of gross wages & self-employment income when combined with mand. contrib.	\$ _____	\$ _____
Other mandatory deductions (specify):		
_____	\$ _____	\$ _____
Alimony ordered in other cases and currently paid ²	\$ _____	\$ _____
Child support ordered for prior children ³	\$ _____	\$ _____
In-kind support for prior children ⁴	\$ _____	\$ _____
Health insurance for parent (limited to 10% of wages) ⁵	\$ _____	\$ _____
TOTAL DEDUCTIONS	\$ _____	\$ _____
C. Net Income		
TOTAL INCOME from section A	\$ _____	\$ _____
TOTAL DEDUCTIONS from section B	\$ _____	\$ _____
Subtract deductions from income to get		
NET INCOME	\$ _____	\$ _____

Print or Type Party A's Name

Print or Type Party B's Name

Signature of Party A

Signature of Party B

¹ This also includes COLA, military BAH, and BAS.
² Includes spousal support ordered in other cases and currently paid.
³ "Prior children" include children from a different relationship who were born or adopted before this case.
⁴ For more information, see [Prior Child Deduction Chart](#) and Civil Rule 90.3(a)(1)(D).
⁵ This deduction cannot be more than 10% of gross wages and self-employment income (90.3(a)(1)(F)).

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DR-100 (3/23) AS 25.24.200-.260
PETITION FOR DISSOLUTION OF MARRIAGE (NO MINOR CHILDREN) Civil Rule 90.1(a), f(2)(A)-(B), (i)(1)

D. Monthly Expenses

	<u>Party A</u>	<u>Party B</u>
Housing and utilities	\$ _____	\$ _____
Food	\$ _____	\$ _____
Transportation	\$ _____	\$ _____
Medical	\$ _____	\$ _____
Other _____	\$ _____	\$ _____
_____	\$ _____	\$ _____
TOTAL EXPENSES	\$ _____	\$ _____

E. BANKRUPTCY. Party A Party B filed for bankruptcy and that case is pending.

III. PROPERTY AND DEBT INFORMATION, AND AGREEMENT OF THE PARTIES

Below is a list of our assets and debts, and our agreement about dividing our assets and debts. **We believe the division below is fair and just.**

A. Assets

[Describe all your property and its value. Then check the boxes showing whether it was acquired during the marriage, who possesses it now, and to whom you want it awarded.]

1. Do you have a written community property agreement or a community property trust under Alaska law (AS 34.77)? Yes No Include this property in the lists below.

2. Real Property (land and buildings) provide street address or legal description	Value	Acquired During Marriage		Currently Possessed By			To Be Awarded To		
		yes	no	A	B	JT	A	B	JT*
_____ \$ _____									
_____ \$ _____									
_____ \$ _____									
_____ \$ _____									

[Note: An award of real property to the parties jointly does not convey a right of survivorship. Consult an attorney with concerns about your right of survivorship. AS 13.12.804(a)(2).]

*For jointly awarded real property at address _____:

a. We will sell the property and split any profit with _____ % to Party A and _____ % to Party B. Until the property is sold, Party A Party B will make all payments and decisions about the property, and will be will not be reimbursed from sale proceeds before any profit is paid.

b. One of us will buy the other out. Party A Party B will buy the other party's interest in the property in an amount equal to _____ % of the fair market value. We also agree that the amount of this payment will be \$ _____ or we will have a licensed appraiser or real estate broker determine the property's fair market value. We will select the appraiser or broker together.

c. Other: _____

Use separate sheets for other real property to be awarded jointly.

_____ Print or Type Party A's Name

_____ Print or Type Party B's Name

_____ Signature of Party A

_____ Signature of Party B

5. Retirement Benefits. We understand that this agreement is only between us and that pension plan provider(s) may require other documents to accept our agreement. We also understand that the court will not draft a waiver document or an order including a qualified domestic relations order (QDRO) that divides the retirement asset(s).

Neither of us earned retirement or military pension benefits during the marriage.

One or both of us earned retirement or pension benefits during the marriage:

Party A earned retirement or military pension benefits during the marriage:

Last 3 numbers of account	Value of account	Being paid now? (Y/N)

Party B earned retirement or military pension benefits during the marriage:

Last 3 numbers of account	Value of account	Being paid now? (Y/N)

We agree that we will each keep our own retirement and pension benefits. This is fair and equitable because:

Our agreement about the distribution of retirement or military pension benefits is attached. If the agreement is not accepted by the retirement plan administrator as a qualified domestic relations order (QDRO), we agree that the court, upon motion by a party, may make any necessary changes. If changes are necessary, we agree that the effective date of the order will remain the date of our original dissolution decree.

A copy of the present value statement from the plan administrator for each retirement account is attached. [Note: **This is required.** An account statement is not the same as a present value statement. You should consult an attorney if you have concerns about the valuation of pension benefits.]

6. Transfer Deadline.

All payments from one party to the other party will be done by _____.

All documents necessary to carry out this agreement (including but not limited to signing quit claim deeds, refinancing, transferring title) will be done by _____.

Any property stored by one party for the other will be transferred by _____.

B. Debts

[List every debt owed whether or not it is a joint debt. List to whom each debt is owed and the amount that is owed. Then check the boxes showing whether the debt was incurred during the marriage, who now owes the debt, and who you agree will be responsible for paying it. Include ALL debts that are currently owed (mortgages, car loans, credit cards, etc.) For credit card, bank card, or debit card accounts, you may list the last 4 digits of the account number and the name of the issuing institution. Note: Even though you agree which spouse is responsible to pay a debt that is in both of your names, the bank or other creditor may still hold the other spouse responsible for the debt if payments are not made.]

Print or Type Party A's Name

Print or Type Party B's Name

Signature of Party A

Signature of Party B

FILING CHECKLIST

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<input type="checkbox"/>	DR-100: All pages are signed by both parties.
<input type="checkbox"/>	DR-100: Both signatures are notarized on the last page within the past 60 days.
<input type="checkbox"/>	DR-100: On page 3, make sure you have completely filled in the income information.
<input type="checkbox"/>	DR-100: On page 4 and 5, make sure you have fully described how you will divide retirement benefits and that you have attached all required documents.
<input type="checkbox"/>	DR-100: On page 5, make sure the VIN number, or license or registration number is provided for all vehicles.
<input type="checkbox"/>	Attach proposed Qualified Domestic Relations Order (QDRO), if needed (<i>see page 7 of DR-15 Instructions for more information</i>).
<input type="checkbox"/>	Attach income verification for both parties (two current pay stubs, recent tax returns, and W-2s).
<input type="checkbox"/>	Included filled-out VS-401, Certificate of Dissolution form. No cross-outs or white-outs acceptable.
<input type="checkbox"/>	Completed DR-314, Information Sheet.
<input type="checkbox"/>	Completed DR-955 (if new name requested) or DR-957 (for name restoration, if needed) – see Section V for more information
<input type="checkbox"/>	Paid filing fee or included Request for Exemption of Fees (form TF-920).

An incomplete petition or failure to provide the above items could result in delays or additional hearings before your dissolution can be granted.

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA
AT _____

In the Matter of the Dissolution)
of the Marriage of)
_____)
Spouse A)
_____)
Spouse B)
_____)
_____)

CASE NO. _____

**REQUEST TO WAIVE
APPEARANCE AT HEARING**

I, _____ [full name], say on oath or affirm
under penalty of perjury that:

1. I have read the petition in this case and agree to all of its terms. This includes (as applicable): the parenting plan for the children, child support, spousal support, property and debt division (including retirement benefits and tax consequences), and ownership of animals.
2. I believe that the property/debt and spousal support (if any) agreements are fair and just. The agreements are consistent with the factors listed in AS 25.24.160(a)(2) and (4) so that the economic effect of the dissolution is fairly divided. The agreement (if any) concerning ownership of the animals takes into consideration their well-being.
3. I believe that the agreements (if any) concerning the care of our minor children are in the best interests of the children.
4. I agree that the petition includes the entire agreement between me and my spouse.
5. I agree that an incompatibility of temperament has caused the irremediable breakdown of the marriage.
6. I understand fully the nature and consequences of our *Petition for Dissolution of Marriage*.
7. I understand that I have a right to be present at the court hearing finalizing our dissolution of marriage, however, I agree that the hearing may happen without me.
8. I am not under duress or coercion (being forced against my will) to sign this request. I freely and voluntarily waive (give up) my right to attend the court hearing.
9. It would be a significant hardship for me to attend the hearing, because:

- 10. I agree to be available by telephone to answer questions during the hearing. I understand that several hearings may be scheduled at the same time and that I should remain available for at least one hour after the scheduled hearing time.
- 11. I understand that even though I have waived my right to be present at the hearing, the court may still require that I attend the hearing.

Date	Signature			
Email Address	Mailing Address			
Phone Number	<table border="0" style="width: 100%; margin: 0 auto;"> <tr> <td style="width: 33%;">City</td> <td style="width: 33%;">State</td> <td style="width: 33%;">Zip</td> </tr> </table>	City	State	Zip
City	State	Zip		

ACKNOWLEDGMENT

This is to certify that on _____, the person who executed the above instrument appeared before me personally in _____, Alaska and acknowledged that this agreement was signed freely and voluntarily for the purpose stated in it.

(SEAL)

Court clerk, notary public, or other person
authorized to administer oaths.
My commission expires: _____

Clerk: This form is CONFIDENTIAL and must be kept in a confidential envelope or file.

Information Sheet

Case Number: _____ Court Location: _____

I am not filling out the following three paragraphs because an Information Sheet providing all this information has already been filed in this case

1. Full Name of Party A/Parent A: _____

Date of Birth: _____ Social Security No.* _____

2. Full Name of Party B/Parent B: _____

Date of Birth: _____ Social Security No.* _____

3. Children Involved in This Case:

<u>Full Name of Child</u>	<u>Date of Birth</u>	<u>Social Security Number*</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I certify that the above information is correct.

Date

Signature of Party

Print Name

* Disclosure of social security numbers is mandatory under AS 25.24.210(f), AS 18.50.280(a) and 42 USC 666(a)(13). The numbers may be used to insure compliance with the child support order.