

WAHKIAKUM COUNTY SUPERIOR COURT

64 Main Street • P.O. Box 157 • Cathlamet, WA 98612 • 360-795-3558

DIVORCE BY MAIL INSTRUCTIONS

If you live in Washington State, you can file, by mail, an Agreed/Uncontested divorce in Wahkiakum County and your presence will not be required when the Ex Parte fee is paid. In Washington, a divorce action is initiated when one spouse (the Petitioner) files a petition for dissolution of marriage in a Washington State Superior Court. (The other spouse is called the Respondent.)

How to Obtain Divorce Forms for Filing

Parties may choose one of the following available options to prepare the required divorce paperwork for filing:

Option 1: Contact our office to have a pre-printed packet of forms mailed to you:

- Without Children packets are \$34.00, (which includes postage).
- Divorce With Children packets are \$53.00, (which includes postage).

Option 2: Download and Complete Forms Yourself (free service)

- Visit www.courts.wa.gov/forms to download and print required divorce forms at no cost. Or, go to www.washingtonlawhelp.org for free form packets with step-by-step instructions. This site also offers an online interview tool to help you prepare your initial divorce documents.
 - *Important: If you use Washington Law Help's interview tool, ensure your forms meet GR 14 formatting requirements before filing.*

Option 3: Use an Online Divorce Service (Fees Apply)

- You may choose to pay an online service to prepare your divorce paperwork. They will send completed forms to you for signing, which you then mail to the court.

*Note: Service fees typically do **not** include the court's required filing fee for Wahkiakum County Superior Court.*

Option 4: Hire an Attorney or Legal Professional

- You may retain a licensed attorney or legal service provider to assist you with preparing and filing your divorce case.
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Fees

Filing Fee - \$364.00, effective 7/27/25

Ex Parte Fee - \$30.00 - *This fee is for the Judge to review your divorce file without requiring a court hearing*

Document Copy Fees (optional) – *Documents must be purchased in their entirety*

- Non-certified Electronic/Email Copies: \$.25 per page
- Standard, Non-certified Copies: \$.50 per page

- Certified Copies: \$5.00 for the 1st page and \$1.00 for each additional page

If you are requesting document copies to be mailed, you must include a self-addressed, postage-paid envelope for the documents to be sent to you in.

All fees, including copy fees, can be combined into one payment. Payment can be made by check or money order, made payable to: **Wahkiakum County Clerk's Office.**

- **Note:** if you are requesting a name change you will need to purchase a certified copy of the Final Divorce Order to be able to legally change your name with Social Security, DOL, etc.

Minimum Filing Requirements to Start a Divorce Action

The following is a list of minimum requirements to start the Divorce action and begin the State-mandated 90-day waiting period. However, most people find it easier to submit all the divorce paperwork and fees at the time of filing.

- \$364.00 Filing Fee
- Confidential Information Form
- Petition for Divorce (Dissolution)
- Self-addressed/postage paid envelope to return the pink Case Information form

Important Note: The 90-day waiting period starts once the **Joinder** is signed and filed by the other party or you file a **Proof of Personal Service** showing the other party has been served with both the Petition and Summons.

Once your divorce paperwork is received, the Wahkiakum Clerk's Office will mail the Petitioner a pink information form. This pink form lists the documents received, any required documents still missing, your case number, and your scheduled Dissolution date. *Please note this checklist includes only the standard forms required in divorce cases; your case may require additional documents that are not listed.*

Note: If our office has not received all the required documents by the scheduled dissolution date, your file will not be presented to the Judge for review and signing that date. It will instead be presented at the next available judicial date once all necessary documents have been received.

Important things to keep in mind when filing by mail in Wahkiakum County:

- **We do not notify you when your divorce is final.** All divorces are not automatically final on the set dissolution date. You can call our office to verify your divorce is final on the afternoon of your scheduled dissolution date.
- **The Court does not complete any of the documents for you,** review all documents carefully before sending them and be sure every section of every document has been completed.
- **Ensure all documents meet GR 14 filing and formatting requirements.** Any documents that do not meet the formatting requirements, will not be filed and they will be returned to be printed properly and re-submitted.
- **Verification of Findings of Facts** – this is the form that each party must have their signature witnessed and notarized on by a public notary per our Local Court Rules, NOTE: your signatures on all signed documents must match your witnessed and notarized signature.