

FORMAL CHECKLIST

This checklist is enclosed to insure that all items are completely filled out and signed. When each of the items has been completed, please indicate it in the space provided and return all documents to us. If the paperwork is returned incomplete, this will only delay the annulment investigation.

- _____ Petition has been signed and notarized.
- _____ Intentions of Petitioner
- _____ Questionnaire has been thoroughly filled out. (Please note: Complete address for respondent is essential)
- _____ Baptismal Certificates (**originals not photocopies, obtained within the past six (6) months**)
- _____ Church Marriage Certificate (**original, not photocopy, obtained within the past six (6) months**)
- _____ Civil Marriage Record (**certified copy, not photocopy**)
- _____ Final Divorce Decree (**certified copy, not photocopy**)
- _____ Pre-Nuptial Investigation from the Church of Marriage
- _____ Names and addresses of four witnesses who you have contacted and have agreed to participate in the annulment investigation.
- _____ Required fee deposit: A check or money order in the amount of Five Hundred Dollars (\$500.00) must be submitted with the case. Please make check payable to the Eparchy of Saint Maron of Brooklyn Tribunal.