



**In The Circuit Court  
For The Seventh Judicial Circuit of Illinois  
Sangamon County, Springfield, Illinois**

The forms contained in this packet are provided for filing of a Judgment for Dissolution (Divorce), by service by Publication. Listed below are the forms contained in this packet and simplified instructions. The forms are provided as a courtesy only. The Circuit Clerk's Office is prohibited by law from giving any legal advice.

You may use this packet **only** if the following applies:

- I. You are wishing to file for Dissolution of Marriage (Divorce) and service is being done on the Defendant by publication.
- II. The Defendant's whereabouts are unknown, or (in the alternative) service by Summons was attempted; however, the Defendant was not able to be served.
- III. You are not filing a simplified Joint Petition for Dissolution of Marriage (Both parties are Jointly filing and signing Petition and Judgment).

- A. Affidavit for Service by Publication - This form needs to be filled out completely. Both #1 and #2 must be answered to the best of your knowledge. The form **must** be signed by a Notary Public.
- B. Notice of Service by Publication - The top portion of this form needs to be completed with the case number and names of the parties. The person who is filing for the divorce is named as the Petitioner and the other party shall be Defendant. The Defendant's name needs to be inserted after "Notice is given to You" and a short statement of what type of case is being filed (Divorce).

Once completed, the Clerk will issue the Notice and give you a copy of the Notice to publish. The Notice can be published in any **Sangamon County** paper. The Notice must run once per week for three (3) consecutive weeks. Once this has been done, you may obtain a "Certification of Publication" with a copy of the ad from the paper. This form must be filed with the Clerk prior to your Court date. Otherwise, you may present it at that time.

- C. Judgment of Dissolution of Marriage - by Publication (Appendix P) - This form must be completed and signed prior to appearing in Court. The Judgment is **not** valid until approved/signed by a Judge.

**Note:** Filing fees must be paid at the time of filing. Once your case has been filed, your case will be assigned to one (1) of the three (3) family Judges. The clerk will give you the information needed to set your case for hearing. If you have any questions regarding filing of this packet, please contact the Circuit Clerk's Office at (217) 753-6674. Please be advised that the Circuit Clerk's Office is prohibited by law from giving any legal advice.