



Divorce / Legal Separation

Limited Scope Assistance – Forms Only Service

No Attorney of Record – Called “Pro Se” in the Court

\$1,550 Flat Fee (\$1,500+\$50 office/cost fee) does not include court filing fees, service, publishing, or other outside costs

Flat Fee Includes:

- Completion of necessary forms for default divorce (both parties agree to terms, or no response);
- Delivery and routing of documents at courthouse (obtain proper filing stamps, court date, etc.);
- Includes initial meeting to start action and subsequent meeting for assistance / review of final forms to ensure completion; as well as additional required forms that we assist with;
- General procedural questions and forms guidance during the two sessions; and
- General paper, copying, and postage fees.

Does NOT Include: (Horizons Law Group, LLC is NOT Your Attorney of Record in this Case)

- Going to court for any hearings, or phone calls or writing letters on your behalf (other than forms)
- Mediating a dispute between parties or advocating any position for either party
- Drafting legal language for the documents during the proceeding or after entry of judgment
 - *If you want assistance with the above, or mediation services, Horizons Law Group, LLC does offer additional attorney services, including mediation.*

Customer Must Do:

- Complete Service on spouse *within 90 days* (SKIP, if Joint);
- Complete parenting class (if applicable) within 90 days;
- Complete financial forms (each party); Exchange *copies* with spouse;
- Fill out Marital Settlement Agreement (one form) - be sure to include ALL agreements on this form. Hand-write or attach separate page if terms do not fit in space provided;
- Request assistance with Service or other items, if necessary; and
- **Watch Deadlines!!** 90 days for Service (including publication, if necessary), 90-120 days to complete ALL paperwork and return to avoid case being dismissed by court. VERY important!
- \$5 judgment fee also applies to some counties, including **Milwaukee**.
- \$Child support application fee also applies to new support orders (child support or maintenance).

Optional Services: (does not include vendor costs*)

- \$50 Assistance with Special Service, or Publication or Extension of time for Service (if needed)
 - \$50 Assistance with Stay of Proceedings for Reconciliation attempts (holds case for 3 months)
- *Some of the above have additional costs from outside vendors such as Sheriff's fee, Publication fee, etc.*

ACKNOWLEDGMENT

___ I have read the above explanation of clerk services, fees, and what is included and not included.

___ I understand my responsibilities, restrictions, and deadlines.

___ **I understand that I will NOT have an attorney with me in court with this forms-only service.**

Signature(s)

Date

Print Name(s): _____

\$1,500 Clerk Flat Fee
\$50 Copy/Pkg/Office Fee
\$_____ Ct. Filing Fee
\$_____ Process Service
\$_____ Publishing/Other

Copy given to Client