

# INSTRUCTIONS FOR COMPLETING THE VOLUNTARY APPEARANCE

## HEADING

a. Choose the county in the drop down box below the first blank. This is where the Complaint or Petition is filed by the other party.

a. IN THE DISTRICT COURT OF \_\_\_\_\_ COUNTY, NEBRASKA  
Choose the county ▾

b. Check the box next to what kind of case this is

**NOTE: These checkboxes and names will NOT print on your completed form.**

i. **In cases for Divorce or Paternity:**

- 1) Enter the first, middle, and last names of the other party. They are the plaintiff.
- 2) Enter your first, middle and last names. You are the defendant.
- 3) The clerk of the district court gave you a case number when you filed the Complaint. You must include the case number on any papers you file.

ii. **In cases for Modification:**

- 1) Enter the name of the plaintiff as it is shown on the original complaint.
- 2) Enter the name of the defendant as it is shown on the original complaint.
- 3) The case number will be the same as in the original action. The case number does not change. You must include the case number on any papers you file.

iii. **In cases for Emancipation:**

- 4) Enter the first, middle and last names of the Petitioner.
- 5) The clerk of the district court gave you a case number when you filed the Petition. You must include the case number on any papers you file.

b.  Case for Divorce/Modification/Paternity  
 Case for Emancipation

i. or ii.

1) \_\_\_\_\_ Plaintiff,

2) vs. \_\_\_\_\_ Defendant.

iii.

IN RE EMANCIPATION OF:

4) \_\_\_\_\_  
(Your Full Name) Petitioner.

Case No. \_\_\_\_\_ 3)

**VOLUNTARY APPEARANCE**

Case No. \_\_\_\_\_ 5)

**VOLUNTARY APPEARANCE**

## BODY OF THE VOLUNTARY APPEARANCE

### c. For Civil Cases:

The person completing the Voluntary Appearance will check the box that indicates if they are the plaintiff or the defendant and enter what type of complaint (dissolution, modification, etc.) that they received.

**c.**

COMES NOW the  plaintiff  defendant

1. I enter my Voluntary Appearance in the above-entitled action; and
2. I acknowledge receipt of a copy of the Complaint for \_\_\_\_\_.

### d. For Emancipation Cases:

The person who is completing the Voluntary Appearance Form will check the box that indicates if they are the parent, legal guardian, relative or legal custodian of the petitioner.

**d.**

COMES NOW the  parent  legal guardian  relative  legal custodian

1. I enter my Voluntary Appearance in the above-entitled action; and
2. I acknowledge receipt of a copy of the Notice of Filing and Petition for Judgment of Emancipation.

## FINAL SIGNATURE (by the party completing the Voluntary Appearance)

e. The person completing the Voluntary Appearance will sign their first, middle, and last names.

The party completing the Voluntary Appearance form will:

- i. Enter the date.
- ii. PRINT their first, middle, and last names.
- iii. Enter their full street address.
- iv. Enter their city, state, and ZIP code.
- v. Enter their telephone number, including the area code.
- vi. Enter their email address, if any.

**e.** Signature: \_\_\_\_\_ **i.** Date: \_\_\_\_\_

**ii.** Printed Name: \_\_\_\_\_ **iii.**

Street Address/P.O. Box: \_\_\_\_\_ **iv.**

City/State/ZIP Code: \_\_\_\_\_ **iv.**

**v.** Telephone Number: \_\_\_\_\_ **iv.**

\*Email address: \_\_\_\_\_

f. The person completing the Voluntary Appearance form should Carefully read the statement and check either the first or second box.

- i. Check the box if you do not have the ability to receive emails.
- ii. You must give the reason you don't have the ability to receive emails on the line provided.

i. \*[Nebraska Supreme Court Rule § 2-208](#) requires individuals who are not attorneys and representing themselves to provide their email address. The court will use the email address to send notices from the court about this case **except** for items that require another type of service as directed by statute or Nebraska Supreme Court Rule.

If you no longer have email capability or if your email or other contact information changes, you must complete a [Change of Contact Information Form](#).

ii. By checking this box, I am letting the court know that I do not have the ability to receive emails. The reason I cannot receive email is: \_\_\_\_\_

\_\_\_\_\_