

# INSTRUCTIONS FOR COMPLETING THE NOTICE OF DIVORCE PROCEEDING

## HEADING

- Choose the county in the drop down box below the first blank. This is where you filed the complaint.
- Enter your first, middle, and last names. You are the plaintiff.
- Enter your spouse's first, middle, and last names. Your spouse is the defendant.
- 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.

IN THE DISTRICT COURT OF \_\_\_\_\_ COUNTY

a. Choose the county [dropdown] (county where Complaint filed)

b. \_\_\_\_\_ Plaintiff,  
(your full name)

d. Case No. CI \_\_\_\_\_  
(case number as)

VS.

c. \_\_\_\_\_ Defendant.  
(spouse's full name)

## BODY OF THE NOTICE

- Enter your spouse's full name in the first blank.
- Enter the date you filed the Complaint with the clerk of the district court in the second blank.
- Enter your name in the third blank.
- Enter the county where you filed your Complaint in the fourth blank.
- Enter the case number in the fifth blank.
- You will need to calculate the date to put in the seventh blank. The date by which your spouse must file an answer to the Complaint is 30 days after the **last** time the notice is published in the newspaper. Find out from the publisher the **last** time the notice will be published and calculate 30 days from that date. Put the resulting date in the sixth blank.

- **IF THE 30<sup>TH</sup> DAY IS A SATURDAY, A SUNDAY OR A HOLIDAY, THEN PUT IN THE SEVENTH BLANK THE NEXT DATE AFTER THE 30<sup>TH</sup> DAY THAT IS NOT A SATURDAY, SUNDAY OR HOLIDAY.**

TO: a. \_\_\_\_\_, whose whereabouts are unknown upon whom  
(spouse's full name)

personal service of summons cannot be had, and is the defendant in said

proceedings: You are notified that on b. \_\_\_\_\_, the plaintiff,  
(date you filed your Complaint)

c. \_\_\_\_\_ filed a Complaint against you in the District Court  
(your full name)

of d. \_\_\_\_\_ County, Nebraska, at case no. e. \_\_\_\_\_, the object  
(county where Complaint filed) (case number given to you by clerk of court)

of which is to obtain a dissolution of marriage on the ground that the marriage is

irretrievably broken and to obtain an equitable division of the property, among other

things.

You are required to answer said Complaint on or before f. \_\_\_\_\_,  
(date)  
or said Complaint against you will be taken as true.

## FINAL SIGNATURE

- a. Sign your first, middle, and last names.
- b. Enter the date.
- c. Print your first, middle, and last names.
- d. Enter your full street address.
- e. Enter your city, state, and ZIP code.
- f. Enter your telephone number, including the area code.
- g. Enter your email address, if any.

a.	Signature	b.	Date
c.	Name	d.	Street Address/P.O. Box
f.	Phone	e.	City/State/ZIP Code
g.	E-mail Address		