

# PLAINTIFF'S CHECKLIST FOR DIVORCE WITHOUT MINOR CHILDREN

These forms are related to specific South Dakota Codified Laws (SDCL) concerning divorce matters. You can find these laws on the South Dakota Legislature website. If you have any legal questions, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujssrlhelp@ujs.state.sd.us](mailto:ujssrlhelp@ujs.state.sd.us).

## **Before You Begin**

If you are the person starting the divorce, you are the Plaintiff on all forms. Your spouse will be referred to as the Defendant. This form serves as a simple checklist outlining the steps for the Plaintiff in a divorce proceeding. Each form mentioned in this checklist will include instructions.

If you have already received a Summons and Complaint, consult the Checklist for Divorce without Minor Children (Defendant's Checklist).

Divorce actions can only be filed in the county in which you or your spouse reside.

Remember that all original copies of any form must be filed with the Clerk of Court, who upon request will provide you with file stamped copies. Before submitting anything to a Sheriff, process server, or opposing party, make sure to retain a copy for your own records.

## **Starting a Divorce**

- Complete a Case Filing Statement (UJS-232) with both your demographic information and your spouse's demographic information.
- Complete the Summons (without Minor Children) (UJS-309).
- Complete the Complaint (without Minor Children) (UJS-310).
- File the original copies of each of the forms listed above with the Clerk of Court along with the required filing fee.
  - WAIVER OF FILING AND/OR SERVICE FEE** - If you cannot afford the filing fee, please complete the Motion, Affidavit and Order to Waive Filing and/or Service Fees (UJS-022) and submit it with the above forms in lieu of the filing fee.
- Serve the Defendant with the Summons, the Complaint, and a blank Case Filing Statement (UJS-232).
  - For more detailed instructions on how to serve the Defendant, please refer to the Instruction for Service of Summons and Complaint without Minor Children (UJS-315).

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- File the proof of service with the Clerk of Court (ex. Sheriff Return, Certificate of Service, etc.)

### **PLEASE NOTE: REGULAR OR CERTIFIED MAIL IS NOT CONSIDERED PROPER SERVICE**

#### **Stipulated Divorce**

If/When both parties come to an agreement regarding the terms and conditions of their divorce, it is referred to as a stipulated divorce. If such an agreement has been reached, both parties are required to complete and file the following forms:

- Complete the Financial Statement (UJS-023).
- Stipulation and Settlement Agreement without Minor Children (UJS-324). All pages must be initialed and signed by both parties.
- Statement of Plaintiff and Defendant as to Jurisdiction and Grounds for Divorce (UJS-319A). Both parties need to sign this form.
- File the originals of the completed forms with the Clerk of Court.

#### **Finalizing a Stipulated Divorce**

If both parties have signed the stipulation, the stipulation has been filed with the Clerk of Court, and the sixty-day waiting period has elapsed since the Defendant was served with the Summons and Complaint, you may proceed as follows:

- Complete the Judgment and Decree of Divorce Stipulation and Agreement without Children (UJS-326A): Fill out this form and either file the original with the Clerk of Court or bring it to your hearing if one is required. Carefully read the instructions and complete the form as directed. Please contact the Clerk of Court to determine whether a hearing is required.
- Judgment and Decree of Divorce Signing: If granted, the Judge will sign the Judgment and Decree of Divorce.

#### **Notice of Entry of Judgment and Decree of Divorce**

Once the Judge has signed the Judgment and Decree of Divorce, the Clerk of Court will provide you with signed certified copies. To finalize the process, follow these steps:

- Complete and File the Notice of Entry: You may obtain this form from the Clerk of Court. Depending on the county, either the Clerk of Court will complete the form for you or provide you with the form for completion. Check with the Clerk of Court in your county.

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- Complete the Statement of Mailing: You may obtain this form from the Clerk of Court. Again, depending on the county, either the Clerk of Court will complete it or provide you with the form for completion. Check with the Clerk of Court in your county.
- File the originals of both the Notice of Entry and the Statement of Mailing with the Clerk of Court.
- Mail a copy of the Notice of Entry, the Statement of Mailing, and the signed, certified copy of the Judgment and Decree of Divorce (UJS326A) to the opposing party.

**\*Steps under "Finalizing a Stipulated Divorce" can be completed by either party \***

### **Default Divorce**

If it has been at least sixty days since the Defendant was served with the Summons and Complaint, and the Defendant has failed to file an Answer, you may request a Default Divorce by following these steps:

- Complete the Statement of Default (UJS-321A) along with the Application for Judgment and Decree of Divorce Default (UJS-321B).
- Complete the Statement of Military Status (UJS-306).
- Complete the Statement of Mailing (UJS-321D). Mark which forms are being mailed.
- File the originals of all documents with the Clerk of Court.
- Mail a copy of the above-listed forms to the opposing party.
- If a hearing is not required, complete Judgment and Decree of Divorce without Children – Default (UJS-322A) and file with the Clerk of Court for the Judge to review

### **Hearing on Application for Default Divorce**

If a hearing on the Application for Default Divorce is required, you will need to complete the following steps as well:

- Complete the Notice of Hearing (UJS-321C). The Clerk of Court or Court Administration will provide you with a hearing date and time.
- Complete a Statement of Mailing (UJS-321D). Mark which forms are being mailed.
- File the originals with the Clerk of Court.
- Mail a copy of the documents to the Defendant.

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- Attend the hearing on the date and time that was provided to you for the Notice of Hearing. Bring the completed copy of the Judgment and Decree of Divorce without Children (Default) (UJS-322A) for the Judges review.

### **Default Divorce Granted**

If the Court grants your Application for Default Judgment, a signed, certified copy of the Judgment and Decree of Divorce (Default) will be provided to you, and you will need to do the following:

- Complete and File the Notice of Entry: You may obtain this form from the Clerk of Court. Depending on the county, either the Clerk will complete the form for you or provide you with the form for completion. Check with the Clerk of Court in your county.
- Complete the Statement of Mailing: You may obtain this form from the Clerk of Court. Again, depending on the county, either the Clerk will complete it or provide you with the form for completion. Check with the Clerk of Court in your county.
- File the originals of both the Notice of Entry and the Statement of Mailing with the Clerk of Court.
- Mail a copy of the Notice of Entry, the Statement of Mailing, and the signed, certified copy of Judgment and Decree of Divorce (Default) to the Defendant.

### **Dismissing the Divorce**

If the parties reconcile before the Judge grants the divorce, the divorce action may be dismissed. You will choose one of the following options:

- Stipulation and Order for Dismissal (UJS-328): Use this form if both parties agree to dismiss the divorce action and file the original with the Clerk of Court.
- Motion and Order for Dismissal (UJS-329): If the Plaintiff wishes to dismiss the action and the Defendant has not yet filed an Answer, this form should be used, and the original filed with the Clerk of Court.

### **Contested Divorce**

- If the parties cannot agree on the terms and conditions of the divorce, one party will have to request that a hearing, or trial, be scheduled.
- Contact the Clerk of Court or Court Administrator to obtain a court date.

## **PLAINTIFF'S CHECKLIST FOR DIVORCE WITHOUT MINOR CHILDREN**

- Complete a Notice of Hearing (UJS-336), available in the General Motions link on the UJS forms webpage, <https://ujs.sd.gov/self-help/pro-se-forms/general-motion-forms/>, and make two copies. File the original. Send one copy to the other party and keep a copy for yourself.
- Complete the Statement of Mailing (UJS-338), available at the General Motions link given immediately above. Make one copy for yourself and file the original.
- If the parties cannot reach an agreement, the Judge can order them both to mediation. A Court-approved mediator will help the parties mutually agree on the various issues in your divorce. Mediation is not binding, and the issues discussed in mediation are confidential.

**For more information on your case or to track events you may register as a user on eCourts, at: <https://ecourts.sd.gov/Account/Login.aspx?ReturnUrl=%2f>.**

# RESOURCES AVAILABLE

## **For Mediation Services:**

A list of court-approved mediators is maintained on the UJS website at [ujs.sd.gov/Resources/ProgramsServices.aspx](http://ujs.sd.gov/Resources/ProgramsServices.aspx)

## **For Parenting Coordinator Services:**

A list of approved parenting coordinators is maintained on the UJS website at [ujs.sd.gov/Resources/ProgramsServices.aspx](http://ujs.sd.gov/Resources/ProgramsServices.aspx)

## **For Assistance with UJS-Approved Legal Forms found at <http://ujs.sd.gov>:**

Contact the UJS Legal Form Help Line at 1-855-784-0004 or email Legal Research at [UJSSRLHelp@ujs.state.sd.us](mailto:UJSSRLHelp@ujs.state.sd.us).

## **Legal Aid Services of South Dakota:**

Residents who meet financial eligibility guidelines may apply for free legal assistance through South Dakota's legal services program at: [sdlawhelp.org](http://sdlawhelp.org)

## **For Assistance with Complaints Regarding**

Office of the Attorney General  
Division of Consumer Protection  
1302 E. Hwy 14, Suite 3  
Pierre, SD 57501

Phone: (605) 773-4400  
Toll Free: 1-800-300-1986 (in state only)  
Or Visit: <http://atg.sd.gov/Consumers.aspx>

## **For Assistance in Finding a Lawyer:**

The State Bar of South Dakota offers a listing of lawyers and firms in South Dakota and can be found at the following: <https://findalawyerinsd.com/go/1>. These are private practitioners who will charge for their services.

State Bar of South Dakota  
Toll Free: 1-800-952-2333  
Phone: 605-224-7554

For further information regarding the court system in South Dakota or to obtain legal forms, please visit the South Dakota Unified Judicial System website at <http://ujs.sd.gov>.



The South Dakota  
Unified Judicial System  
(605) 773 3474  
Rev. 05/2025

**CASE FILING STATEMENT** – Information Only; Not Retained in Case Records

Provide the Case File No. for the record you are filing into or the Case Type if initiating a new action: \_\_\_\_\_  
\*A list of case types and party roles can be found here: <https://ujs.sd.gov/Attorneys/FormsDocumentation.aspx>

**Social Security Numbers (not Driver's License Numbers) must be provided for divorce, child support, & paternity cases, 42 USC 666(a)(13)(B).** All filers are required to provide the SSN or DL# for each of their participants regardless of the case type. Business entities must provide the EIN number in lieu of SSN or DL#.

**INFORMATION FOR PLAINTIFF/PETITIONER/APPLICANT:**

Last/Business Name	First Name	Middle	Suffix	
Physical Address <input type="checkbox"/> Check if Same as Mailing	City	State	Zip	
Mailing Address	City	State	Zip	
Home	Work	Cell		
Social Security No.	Date of Birth	Driver's License No.	State	Employer ID (Business)
<b>Attorney:</b>				
Last Name	First Name	State Bar ID No.		
Mailing Address	City	State	Zip	
Phone _____				

**INFORMATION FOR DEFENDANT/RESPONDENT/MINOR/DECEDENT/PERSON IN NEED OF PROTECTION:**

Last/Business Name	First Name	Middle	Suffix		
Physical Address <input type="checkbox"/> Check if Same as Mailing	City	State	Zip		
Mailing Address	City	State	Zip		
Home	Work	Cell			
Social Security No.	Date of Birth	Date of Death	Driver's License No.	State	Employer ID (Business)
<b>Attorney:</b>					
Last Name	First Name	State Bar ID No.			
Mailing Address	City	State	Zip		
Phone _____					

## **INSTRUCTIONS AND FORM FOR SUMMONS (WITHOUT MINOR CHILDREN)**

These forms are related to specific South Dakota Codified Laws (SDCL) concerning divorce matters. You can find these laws on the South Dakota Legislature website. If you have any legal questions, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujssrlhelp@ujs.state.sd.us](mailto:ujssrlhelp@ujs.state.sd.us).

### **To complete this form you will need to:**

- Complete the caption of the Summons.
  - County (insert county name).
  - Judicial Circuit (insert circuit number). You may find your judicial circuit number at the following web address.
    - [https://ujs.sd.gov/Circuit\\_Court/Default.aspx](https://ujs.sd.gov/Circuit_Court/Default.aspx)
  - Plaintiff (insert your name).
  - Defendant (insert spouse's name).
  - Case Number will be provided to you by the Clerk of Court at the time of filing.
- Date and sign.
- File this form along with the Complaint (without Minor Children) (UJS-310), Case Filing Statement (UJS-232), and the required filing fee, with the Clerk of Court.
- It is very important that you read and follow the Temporary Restraining Order that becomes automatic when you file for divorce and the other party has been served. Both parties are required to obey it. Violation of any of these terms could subject you to penalties and delay your divorce. Please read it carefully.

STATE OF SOUTH DAKOTA

IN CIRCUIT COURT

COUNTY OF \_\_\_\_\_ JUDICIAL CIRCUIT

Plaintiff _____ v. _____ Defendant _____	Case No: _____  <b>SUMMONS (WITHOUT MINOR CHILDREN)</b>
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**TO THE ABOVE-NAMED DEFENDANT:**

YOU ARE HEREBY SUMMONED and required to answer the Complaint without Minor Children, a copy of which is hereby served upon you, and to serve the Plaintiff with a copy of your Answer or other proper response within thirty days from the date of the service of the Summons upon you, not counting the day of service.

IF YOU FAIL TO DO SO, judgment by default may be taken against you for the relief demanded in the Complaint sixty days from the date of the service of this Summons and Complaint without Minor Children, not counting the day of service.

**NOTICE**

South Dakota law provides that upon the filing and service of the Summons and Complaint without Minor Children on the Defendant, a Temporary Restraining Order shall be in effect against both parties until the final decree is entered, the Complaint without Minor Children is dismissed or until further order of the Court. Either party may apply to the Court for further temporary orders or modification or revocation of this Order.

**TEMPORARY RESTRAINING ORDER**

**PER SDCL § 25-4-33.1, BY ORDER OF COURT, YOU AND YOUR SPOUSE ARE:**

- (1) Restrained from transferring, encumbering, concealing or in any way dissipating or disposing of any marital assets, without the written consent of the other party or an order of the Court, except as may be necessary in the usual course of business or for the necessities of life. You are to notify the other party of any proposed extraordinary expenditures and to account to the Court for all extraordinary expenditures made after the Temporary Restraining Order is in effect;

- (2) Restrained from molesting or disturbing the peace of the other party;
- (3) Restrained from removing any minor child of the parties from the state without the written consent of the other party or an order of the court; and
- (4) Restrained from making any changes to any insurance coverage for the parties or any child of the parties without the written consent of the other party or an order of the court unless the change under the applicable insurance coverage increases the benefits, adds additional property, persons, or perils to be covered, or is required by the insurer.

**IF EITHER SPOUSE VIOLATES ANY OF THESE PROVISIONS, THAT SPOUSE MAY BE FOUND TO BE IN CONTEMPT OF COURT AND MAY BE ORDERED TO PAY COSTS AND EXPENSES, INCLUDING BUT NOT LIMITED TO THE ATTORNEY FEES OF THE OTHER SPOUSE.**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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Plaintiff's Signature

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Plaintiff's Printed Name

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Address

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City/State/Zip

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Phone No.

Forms for representing yourself in a divorce action can be found on the UJS self-help website at: <https://ujslawhelp.sd.gov/onlineforms.aspx>

## INSTRUCTIONS AND FORMS FOR DIVORCE COMPLAINT WITHOUT CHILDREN

These forms are related to specific South Dakota Codified Laws (SDCL) concerning divorce matters. You can find these laws on the South Dakota Legislature website. If you have any legal questions, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujssrlhelp@ujs.state.sd.us](mailto:ujssrlhelp@ujs.state.sd.us).

### **To Complete this form you will need to:**

- Complete the caption of the Complaint.
  - County (insert county name).
  - Judicial Circuit (insert circuit number). You may find your judicial circuit number at the following web address.
    - [https://ujs.sd.gov/Circuit\\_Court/Default.aspx](https://ujs.sd.gov/Circuit_Court/Default.aspx)
  - Plaintiff (insert your name).
  - Defendant (insert spouse's name).
  - Case Number will be provided to you by the Clerk of Court at the time of filing.
- Complete the remainder of the information on the lines provided throughout the form. Please note on number 9, irreconcilable differences is the most common reason cited for divorces. You are welcome to select an alternative option in addition to irreconcilable differences but are not required to do so.
- Date and sign the form.

STATE OF SOUTH DAKOTA

IN CIRCUIT COURT

COUNTY OF \_\_\_\_\_

JUDICIAL CIRCUIT

Plaintiff  v.  Defendant	Case No.: _____  <b>COMPLAINT (WITHOUT MINOR CHILDREN)</b>
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1. Plaintiff's full legal name is \_\_\_\_\_, and their date of birth is \_\_\_\_\_.
2. Plaintiff is a resident of \_\_\_\_\_ County, State of \_\_\_\_\_.
3. Defendant's full legal name is \_\_\_\_\_, and their date of birth is \_\_\_\_\_.
4. Defendant is a resident of \_\_\_\_\_ County, State of \_\_\_\_\_.
5. Plaintiff and Defendant were married on the \_\_\_\_\_ day in the month of \_\_\_\_\_, in the year of \_\_\_\_\_, in the City of \_\_\_\_\_ and in the State of \_\_\_\_\_.
6. Are the parties currently living apart? **(check one)**

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, what date did the parties begin to do so? \_\_\_\_\_ **(date)**

7. Is the Plaintiff an active-duty member of the armed forces? (**check one**)

Yes \_\_\_\_\_ No \_\_\_\_\_

8. Is the Defendant an active-duty member of the armed forces? (**check one**)

Yes \_\_\_\_\_ No \_\_\_\_\_

9. Irreconcilable differences have arisen between the Plaintiff and Defendant which necessitates the dissolution of the marriage. Alternatively, further grounds for dissolution of marriage exist under SDCL § 25-4-2. If the parties do not agree to the grounds selected below, a hearing will be required, and you will need to provide proof to support the grounds claimed: (**check one or more**)

- (1) Adultery \_\_\_\_\_
- (2) Extreme Cruelty \_\_\_\_\_
- (3) Willful Desertion \_\_\_\_\_
- (4) Willful Neglect \_\_\_\_\_
- (5) Habitual Intemperance \_\_\_\_\_
- (6) Conviction of Felony \_\_\_\_\_
- (7) Irreconcilable Differences \_\_\_\_\_

10. The parties have accumulated property and debts during the marriage which must be equitably divided. (**check one**)

Yes \_\_\_\_\_ No \_\_\_\_\_

11. Plaintiff seeks spousal support (alimony). (**check one**)

Yes \_\_\_\_\_ No \_\_\_\_\_

**Wherefore**, Plaintiff prays for a judgment as follows:

1. For a Judgment and Decree of Divorce dissolving the marriage of the parties;

2. For an equitable division of the marital property and debts;
3. That the Plaintiff's last name be restored to: *(Only if requesting)*

\_\_\_\_ whose date of birth is

\_\_\_\_;

4. For alimony to be ordered, if requested above; and
5. For such other and further relief as may be equitable and just.

*I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_,*  
*at \_\_\_\_\_.* \_\_\_\_\_  
*(Year) (City or other location, and State)* \_\_\_\_\_  
*(Date) (Month)*

\_\_\_\_ Plaintiff Signature

\_\_\_\_ Plaintiff Name

\_\_\_\_ Plaintiff Address

\_\_\_\_ City, State, Zip Code

\_\_\_\_ Phone Number

STATE OF SOUTH DAKOTA

IN CIRCUIT COURT

COUNTY OF \_\_\_\_\_

JUDICIAL CIRCUIT

Plaintiff  v.  Defendant	Case No.: _____  <b>MOTION, AFFIDAVIT, AND ORDER FOR WAIVER OF FILING AND/OR SERVICE FEES</b>
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**Fill out application completely and accurately. Incomplete applications may be denied.**

I, \_\_\_\_\_ the above named (check one)  Plaintiff  Defendant, come before the court to request waiver of the (check one or more)  Filing Fee,  Answer or Responsive Pleading Filing Fee,  Service fee,  Fee for Modification of Child Custody due to my financial circumstances which I have detailed below.

Check all types of assistance you receive:  SSI  SSD  TANF  Medicaid  WIC  
 Food Stamps  Other (describe) \_\_\_\_\_

1. Are you employed?  Yes  No / If yes, I work \_\_\_\_\_ hours per week and my weekly take home pay \$ \_\_\_\_\_
2. What is the total income earned by everyone in your household, including you: \$ \_\_\_\_\_ /week
3. Including yourself, how many people in your household do you support? \_\_\_\_\_
4. Do you own a home?  Yes  No. If yes, the House value is \$ \_\_\_\_\_ and the amount owed on house is \$ \_\_\_\_\_
5. How many vehicles does your household have? \_\_\_\_\_. The total Value of all vehicles is \$ \_\_\_\_\_ and the total amount owed on all vehicles is \$ \_\_\_\_\_.
6. How much money do you have on hand or in any checking/savings/trust accounts total? \$ \_\_\_\_\_
7. Do you own any stocks, bonds, or other investments?  Yes  No / If yes, the total value is \$ \_\_\_\_\_
8. Total amount of your monthly living expenses (rent, food, utilities, transportation, etc. \$ \_\_\_\_\_
9. Do you have any other monthly expenses (child support, medical bills, court fines)? If yes, describe type \_\_\_\_\_ and the amount paid per month is \$ \_\_\_\_\_

***I declare under perjury under the law of South Dakota that the foregoing is true and correct***

Signed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_  
(Month) (City, State, or other location)

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Signature

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Printed Name

---

Address

---

City, State, Zip Code

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Phone Number

---

ATTEST:

APPROVED  DENIED

BY THE COURT:

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Clerk of Court/Deputy  
(SEAL)

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Circuit Court Judge

# INSTRUCTIONS AND FORMS ON NOTICE AND ADMISSION OF SERVICE

These forms are related to specific South Dakota Codified Laws (SDCL) concerning divorce matters. You can find these laws on the South Dakota Legislature website. If you have any legal questions, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujssrlhelp@ujs.state.sd.us](mailto:ujssrlhelp@ujs.state.sd.us).

## **IMPORTANT NOTICES**

When filing for divorce, the Defendant will need to be served with copies of the Summons and Complaint and proof that the Defendant was served is required by the Court. The day the Defendant is served initiates the thirty days the Defendant can file an answer to the Summons and Complaint. **A divorce cannot be finalized until at least sixty days have elapsed from the date the Summons and Complaint are served.** (The day of service is NOT counted.)

### **\*\* When serving the Defendant, you have three options\*\***

- Option 1 – Mailing to the Defendant** (the Defendant will need to sign the admission of service within twenty days of mailing and provide the signed forms back to you or file with the Clerk of Court themselves.)
  - Complete two copies of the Notice and Admission of Service (UJS-315A) by filling in the caption with the name of the county, judicial circuit number, name of the Plaintiff and Defendant on the lines provided, case file number, sign, and date.
  - Complete two of the Admission of Service (UJS-315B) by only filling in the caption. The remainder of the form is for the Defendant to complete.
  - Mail a copy of the Summons without Minor Children (UJS-309) and Complaint without Minor Children (UJS-310), both copies of the Notice and Admission of Service (UJS-315A), both copies of Admission of Service (UJS-315B), and a self-addressed stamped envelope to the Defendant.
  - Once you've mailed copies, complete the Statement of Mailing (UJS-315C) and file it with the Clerk of Court. Certified mail is not considered proper service.
  - Once you receive the signed Admission of Service (UJS-315B) from the Defendant, you MUST file it with the Clerk of Court. The Defendant may also file the Admission of Service with the Clerk of Court but should provide you with a copy.
- Option 2 – Hand Deliver to the Defendant** (if you believe the Defendant will willfully accept the Summons and Complaint from you)
  - Complete the Admission of Service of Summons and Complaint (UJS-315B) by filling in the caption with the name of the county, judicial circuit number, name of the Plaintiff and Defendant on the lines provided and case file number. Leave the remainder of the form blank for the Defendant to complete.
  - Attach a copy of the Summons without Minor Children (UJS-309), and Complaint without Minor Children (UJS-310) and provide to the Defendant.
  - The Defendant will need to sign the Admission of Service (UJS-315B) and provide the original back to you or file directly with Clerk of Court.
- Option 3 – Sheriff or Process Server** (if the Defendant will NOT willfully sign the Admission of Service, you will need to follow these steps)
  - You will provide copies of the Summons and Complaint to the Sheriff or Process Server.
  - You will need to provide the Defendant's physical address, phone number, place of employment and any other relevant information for location.
  - Typically having the Defendant served requires a fee to be paid prior to completing service.
  - Once the Defendant is served, the server will provide you with a Proof of Service that you MUST file with the Clerk of Court.
  - Contact information for process servers can be found here:
    - <https://ujs.sd.gov/Resources/ProgramsServices.aspx>

<p>Plaintiff</p> <p>v.</p> <p>Defendant</p>	<p>Case No.: _____</p> <p><b>NOTICE AND ADMISSION OF SERVICE OF SUMMONS AND COMPLAINT (WITHOUT MINOR CHILDREN)</b></p>
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TO THE ABOVE-NAMED DEFENDANT: The enclosed Summons and Complaint (without Minor Children) are sent to you pursuant to SDCL § 15-6-4(i), as well as two copies of this Notice and Admission of Service of Summons and Complaint (without Minor Children), and a return envelope, postage prepaid, addressed to the Plaintiff.

You must complete the Admission of Service portion of this form and return the original to the sender within twenty days. In completing the form, you must fill in the town and state where you received the papers and sign and date the document. Failure to sign and return the original Admission of Service within twenty days after the date of mailing without good cause could result in the Court ordering you to pay the costs of personal service SDCL § 15-6-4(i).

After you complete and return the Admission of Service, you must then respond to the Summons and Complaint within thirty days. If you fail to do so, a judgment may be entered against you by default as requested in the Complaint.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Plaintiff Signature

\_\_\_\_\_  
Plaintiff Name

\_\_\_\_\_  
Plaintiff Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Phone Number

COUNTY OF \_\_\_\_\_

JUDICIAL CIRCUIT

Plaintiff

v.

Defendant

Case No.: \_\_\_\_\_

**ADMISSION OF SERVICE OF  
SUMMONS AND COMPLAINT  
(WITHOUT MINOR CHILDREN)**

I, \_\_\_\_\_ the above-named Defendant, admit to receiving a copy of the Summons and Complaint (without Minor Children) in the above-captioned matter on the \_\_\_\_\_ day of the month of \_\_\_\_\_ and year of \_\_\_\_\_ and in the City of \_\_\_\_\_ in the County of \_\_\_\_\_ and in the State of \_\_\_\_\_. This admission merely acknowledges receipt of the papers on the date provided below; I do not admit or deny any of the statements contained in these documents.

*I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_.*  
(Date) (Month) (Year)  
(City or other location, and State)

\_\_\_\_\_  
Defendant Signature\_\_\_\_\_  
Defendant Name

Plaintiff  v.  Defendant	Case No.: _____  <b>STATEMENT OF MAILING OF NOTICE AND ADMISSION OF SERVICE OF SUMMONS AND COMPLAINT (WITHOUT MINOR CHILDREN)</b>
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I, \_\_\_\_\_, being sworn, state that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, I sent two copies of the Notice and Admission of Service of Summons and Complaint (without Minor Children); two copies of the Summons (without Minor Children); and two copies of the Complaint (without Minor Children) by placing true and correct copies in an envelope addressed to:

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(Name of Defendant)

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(Street Address)

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(City, State, Zip)

**(SIGNATURE PAGE TO FOLLOW)**

And depositing the envelope, with sufficient postage, in the United States Mail in:

(City and State you mailed from)

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_  
(Date) (Month) (Year)

(City or other location, and State)

Plaintiff Signature

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Plaintiff Name

## **INSTRUCTIONS AND FORM FOR FINANCIAL STATEMENT**

If you have any legal questions while completing this form, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujssrlhelp@ujs.state.sd.us](mailto:ujssrlhelp@ujs.state.sd.us).

### **To complete this form you will need to:**

- Plaintiff and Defendant each will need to complete their own Financial Affidavit.
- Complete the caption by filling in the name of the county you are filing in, the judicial circuit number, name of the Plaintiff and Defendant on the lines provided, case filing number, and check if you are the Plaintiff or Defendant. The Clerk will provide you with a case number at the time of filing.
  - Your circuit number can be found here:  
[https://ujs.sd.gov/Circuit\\_Court/Default.aspx](https://ujs.sd.gov/Circuit_Court/Default.aspx)
- Provide your full name on the first line provided.
- Numbers 1 through 3 is your contact and employment information.
- Numbers 4 through 11 is your gross monthly income.
- Number 12 is your total gross monthly income. You will need to add lines 4 through 11 for this total.
- Numbers 13 through 18 is your monthly deductions from your income.
- Number 19 is your total monthly deductions. You will need to add lines 13 through 18 for this total.
- Number 20 is your total net monthly income. You will need to take the total of your monthly income (line 12) and subtract your total monthly deductions (line 19) from that. This will be your total net monthly income.
- Numbers 21 and 22 are previous years gross income.
- Numbers 23 through 30 is information on dependent/childcare and health insurance, if any.
- Numbers 31 through 43 is your asset information. You will need to state the fair market value of the assets, if any.
- Number 44 is the combined total of your assets. Add lines 31 through 43 for this total.
- Number 45 lines a through i, are your listed and total debts:
  - List the name of the debt (who you owe money to);
  - The total outstanding balance of that debt; and
  - Your monthly payment for that debt.
- Number 46 is your average total of monthly expenses such as house, utilities, food, insurance, etc.
- Number 47 is the combined total of your monthly liabilities. You will need to add the combined total of your monthly debt payments (#45 line i) with your average monthly expenses (line 46).
- Numbers 48 and 49 is anticipated income. This is any income you are expecting to receive that isn't already listed above.
- Sign and date.

STATE OF SOUTH DAKOTA  
COUNTY OF \_\_\_\_\_

)  
:SS  
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IN CIRCUIT COURT  
JUDICIAL CIRCUIT

Plaintiff v. Defendant	Case No.: _____  <b>FINANCIAL STATEMENT</b>  <input type="checkbox"/> PLAINTIFF <input type="checkbox"/> DEFENDANT
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I, \_\_\_\_\_, an above-named party, hereby state under penalty of law that the following is true pursuant to SDCL 18-7-6.

<b>MONTHLY INCOME</b>		<b>Per Month Amount</b>
(2)	(If employed) My monthly take home pay is:	\$
(3)	My pension, retirement, disability, veterans, social security, or insurance payments I receive total:	\$
(4)	My rental income, interest, dividends, royalties, or other gains is:	\$
(5)	I receive unemployment insurance and workers compensation benefits of:	\$
(6)	Do you receive Public Assistance? If Yes, list which type(s) you receive and the total amount: _____	<input type="checkbox"/> Yes or <input type="checkbox"/> No \$
(7)	Gain from sale, trade or conversion of capital assets is:	\$
(8)	Other income (including spousal support) is: Explain: _____	\$
(9)	<b>TOTAL MONTHLY INCOME (add columns 3-8)</b>	\$

#### EMPLOYMENT

(1) I am (check one)  Employed  Unemployed  Self-Employed

<b>MONTHLY EXPENSES</b> (housing, utilities, insurance, food, etc. list expense and amount paid the share I pay/am responsible for)		<b>Monthly payment</b>
a)	_____	\$
b)	_____	\$
c)	_____	\$
d)	_____	\$

e)		\$
f)		\$
g)		\$
h)		\$
(10)	<b>TOTAL MONTHLY EXPENSES</b> (add all monthly payments together)	\$

<b>ANNUAL INCOME</b>		<b>Yearly</b>
(11)	My total income before deductions for last year was:	\$
(12)	My total income after deductions for last year was:	\$

(13)	<b>ANTICIPATED INCOME</b> (Total monies or income from sale of house or land, gifts, inheritance, allotments, trust funds, lease money, etc.):	\$
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(14)	<b>DEPENDENTS</b> Including myself, I have the following number of dependents:	
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(15)	<b>INSURANCE</b> Do you have health insurance available for dependents through your employer, Yes or No. If you provide health or dental care for your child(ren) complete this section	<input type="checkbox"/> Yes or <input type="checkbox"/> No
(16)	Name of health and/or dental insurance	
(17)	Total monthly cost for the employee only:	\$
(18)	Total monthly cost for the employee and child(ren)	\$
(19)	Persons covered under the policy: _____ _____	

<b>ASSETS</b>		<b>Value</b>
(20)	Cash on hand/in the bank	\$
(21)	Accounts and Notes Receivable (IOU's and other money payable to me)	\$
(22)	Investments (stocks, bonds, savings bond, CD's, money market, etc.)	\$
(23)	Retirement Account balance	\$
(24)	Real Estate (house, land, tribal lease land, rental property, etc.)	\$

(25)	Automobile(s) (include value, make, model, and year) _____  (if multiple vehicles, add the value of all vehicles to get total)	\$
(26)	Recreational Vehicles (boats, campers, ATV's, etc.)	\$
(27)	Household Goods (furniture, appliances, TV, etc.)	\$
(28)	Other Personal Property (tools, sports equip, jewelry, etc.)	\$
(29)	Value of Business if business owner	\$
(30)	Any other assets (anything else I could sell or borrow money on)	\$
(31)	<b>Total Value of Assets</b> (add value of columns 31-43)	\$

**LIABILITIES** (money that you owe for a vehicle, mortgage, student, or personal loans, credit cards, medical bills, etc.)

	<b>Name - Who you owe</b>	<b>Outstanding balance</b>	<b>Monthly payment</b>
a)		\$	\$
b)		\$	\$
c)		\$	\$
d)		\$	\$
e)		\$	\$
f)		\$	\$
g)		\$	\$
h)		\$	\$
i)			
j)			
(32)	<b>TOTAL DEBTS</b>	\$ _____ (combined total of outstanding balances)	\$ _____ (combined total of monthly payments)

	<b>CHILDCARE COSTS</b> (do you incur childcare costs because of employment, job search, training, or education? If Yes, complete this section)	<input type="checkbox"/> Yes or <input type="checkbox"/> No
(33)	Name of childcare provider:	
(34)	Number of children receiving childcare:	
(35)	Names of child(ren) receiving childcare: _____ _____	
(36)	How many hours a week do you use childcare?	
(37)	Total amount of childcare costs per month?	\$ _____
(38)	Do you receive assistance for childcare? If Yes, how Much do you receive per month?	<input type="checkbox"/> Yes or <input type="checkbox"/> No \$ _____
(39)	Do you claim the Federal Childcare Tax Credit?	<input type="checkbox"/> Yes or <input type="checkbox"/> No
(40)	<b>BENEFITS</b> Are any Social Security or Veteran's Benefits provided to a child(ren) of the parties due to retirement, disability, or other eligibility:	<input type="checkbox"/> Yes or <input type="checkbox"/> No
(41)	If Yes, how much is received each month?	\$ _____
(42)	Which parent receives the payment for the child(ren)? Name: _____	

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on the \_\_\_\_\_ day of \_\_\_\_\_, at \_\_\_\_\_, South Dakota  
Month \_\_\_\_\_ City or other location \_\_\_\_\_

By:  Plaintiff  Defendant

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Phone Number

## **INSTRUCTIONS AND FORM FOR STIPULATION AND SETTLEMENT AGREEMENT WITHOUT MINOR CHILDREN**

These forms are related to specific South Dakota Codified Laws (SDCL) concerning divorce matters. These can be found on the South Dakota Legislature website at. You can find these laws on the South Dakota Legislature website. If you have any legal questions, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujssrlhelp@ujs.state.sd.us](mailto:ujssrlhelp@ujs.state.sd.us).

### **IMPORTANT NOTICES:**

The Stipulation and Settlement Agreement is an agreement made between the Plaintiff and the Defendant on the dissolution of marriage. The Stipulation and Settlement Agreement is required for the Court to grant a divorce without either party appearing in court. In some cases, a hearing may still be required.

#### **To complete this form, you will need to:**

- Read each page in detail.
- Complete the caption by filling in the name of the county you are filing in, the judicial circuit number, name of the Plaintiff and Defendant on the lines provided, and case filing number.
- Pages 1 and 2 – Read and fill in the lines provided.
- Page 3 Number 3 Section C – List property that the Plaintiff will receive as a part of the divorce. Property would include vehicles, boats, motorcycles, ATV/Mobile homes, etc. Include make and model number for each.
- Page 3 Number 3 Section D – List property the Defendant will receive as part of the divorce. Property would include vehicles, boats, motorcycles, ATV/Mobile homes, etc. Include make and model number for each.
- Page 4 Number 3 Section E – List any property that either party has possession of but is to be given to the other party within thirty days of entry of the Judgment and Decree of Divorce.
- Page 5 Number 4 Sections A and B – List any debt each party will be responsible for. This will include debt such as credit cards, banks loans, personal loans, vehicle loans, outstanding bills, student loans, medical bills, etc.
- Page 6 Number 5 – Set the timeframe for the parties to remove the others name from any property or debt received as a part of this Agreement.

## **INSTRUCTIONS AND FORM FOR STIPULATION AND SETTLEMENT AGREEMENT WITHOUT MINOR CHILDREN**

- Page 7 Number 6 – Provides for the parties to more closely equalize the property and debt distribution by requiring one party to make an equalization payment to the other party. If the parties believe the distribution of assets and debts is equal, you should mark the second box.
- Pages 7 and 8 Number 7 Sections A through C – Request the distribution of real property such as houses, land, and buildings.
- Page 9 Number 8 Sections A and B – List investment and retirement account information, if any, and the division of each.
- Page 10 Number 9 – Include life insurance information, if any, and the division of such.
- Pages 10 and 11 Number 10 – Mark if either party is currently a member of the military.
- Page 12 Number 11 – Select whether alimony is appropriate and if so, enter the amount and payment details.
- Page 12 Number 12 – Enter income tax return agreement.
- Page 12 Number 13 – Indicate if either the Plaintiff or Defendant would like to be restored to a maiden or former name and if so, provide that information.
- Page 13 number 14 – Provide any other agreement the Plaintiff and Defendant have agreed upon if not listed previously.
- Page 13 number 15 – Select if either party is awarded attorney fees.
- Each page must be initialed by each party.
- Each party will need to sign and date.

STATE OF SOUTH DAKOTA  
COUNTY OF \_\_\_\_\_

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:SS  
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IN CIRCUIT COURT  
JUDICIAL CIRCUIT

<p>_____ Plaintiff v. _____ Defendant</p>	<p>Case No.: _____</p> <p><b>STIPULATION AND SETTLEMENT AGREEMENT (WITHOUT MINOR CHILDREN)</b></p>
-----------------------------------------------------------	------------------------------------------------------------------------------------------------------------

THIS STIPULATION AND SETTLEMENT AGREEMENT (WITHOUT MINOR CHILDREN), made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by and between the Plaintiff, \_\_\_\_\_ and the Defendant, \_\_\_\_\_. Within this document we understand that we may be referred to individually as Plaintiff/Defendant, or together as party(ies).

**WHEREAS**, the parties were married in the City of \_\_\_\_\_, in the State of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, and ever since that time have been and are now married; and

**WHEREAS**, irreconcilable differences and disputes have arisen between the parties and have or will separate with the intent to live apart; and

**WHEREAS**, Defendant was served with a true and correct copy of the Summons and Complaint (without Minor Children) on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, and;

**WHEREAS**, At the time of the commencement of this divorce action Plaintiff resided in the City of \_\_\_\_\_, in the County of \_\_\_\_\_, in the State of \_\_\_\_\_, and presently \_\_\_\_\_

Plaintiff's Initials

Defendant's Initials

resides in the City of \_\_\_\_\_, in the County of \_\_\_\_\_, in the State of \_\_\_\_\_, and the Defendant at the time of the commencement of this divorce action resided in the City of \_\_\_\_\_, in the County of \_\_\_\_\_, in the State of \_\_\_\_\_, and presently resides in the City of \_\_\_\_\_, in the County of \_\_\_\_\_, in the State of \_\_\_\_\_.

Both parties agree that venue and jurisdiction in this Court is appropriate and consent to such jurisdiction and venue; and

**WHEREAS**, the parties agree that they currently have no minor children of the marriage or relationship and neither Plaintiff or Defendant is currently pregnant.

**WHEREAS**, the parties hereto now desire to enter into an Agreement settling all claims, property division, and all other matters between the parties regarding this divorce action,

**NOW THEREFORE**, it is hereby stipulated and agreed by and between the parties herein as follows:

**1. Release.** Except as stated in this agreement, each party is released from any future obligations or responsibilities for the other parties actions. Both parties are free from any debts, liabilities, or claims the other may incur after this agreement. This agreement is meant to settle all matters between the parties, unless stated otherwise.

**2. After-Acquired Property.** Any and all property, whether real or personal, acquired by either party from and after the date of this agreement shall be the sole and separate property of the person who acquired the property, and each of said parties respectfully grants to the other all such other and future acquisitions of property as the sole property of the one acquiring the same.

**3. Property Division:** The parties agree that the following marital property shall be divided as follows and such division is equitable:

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Plaintiff's Initials

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Defendant's Initials

A. Clothing, Personal Effects, Personal Property: Each of the parties shall receive their own clothing, personal effects, and all personal property in their possession, free and clear of any claim from the other, unless otherwise specified herein.

B. Photographs, Memorabilia: The parties agree to equally split the photographs and any special memorabilia acquired during the marriage/relationship within ninety days of signing of this Agreement. Any expenses incurred in this process shall be mutually agreed upon and split equally between the parties.

C. Plaintiff shall exclusively receive, as their sole and separate property, the following items:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

D. Defendant shall exclusively receive, as their sole and separate property, the following items:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

E. Property in Possession of the Other: If Plaintiff has property to be given to Defendant, then Plaintiff shall, within thirty days of execution of this

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Plaintiff's Initials

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Defendant's Initials

Agreement, give to Defendant the following personal property items:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

and Defendant shall, within thirty days of execution of this Agreement, give to Plaintiff the following personal property items:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

F. Checking and Savings Accounts: It is acknowledged by the parties, that they have divided their bank accounts, including checking and/or savings accounts. Each party shall maintain exclusive ownership of the cash balance in their individual accounts, without any claims from the other party. Furthermore, any joint accounts that remain, shall be promptly closed and the funds shall be divided equally between the parties.

G. Tax Consequences: The parties agree that the above transfers of property between them are tax-free under the Internal Revenue Code § 1041, and both agree not to take any inconsistent position on their tax returns filed after this

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Plaintiff's Initials

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Defendant's Initials

Agreement is signed.

**4. Debt Division:** The parties agree the following marital debt of the parties shall be divided as follows: (*list all debts and outstanding balances incurred by one or both parties: credit cards, bank loans, personal loans, vehicle loans, outstanding monthly bills, student loans, medical bills, etc.:*)

A. Plaintiff shall be solely responsible for and take over the following debts:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

B. Defendant shall be solely responsible for and take over the following debts:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

C. Unless otherwise provided for herein, each of the parties shall be solely responsible for any debts they incur from the date of signing this Agreement. Each party agree not to incur any debt or liability that could potentially hold the other party, their property, or estate responsible in the future.

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Plaintiff's Initials

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Defendant's Initials

D. Unless stated otherwise, any unpaid debts from the marriage not covered in this document will be the responsibility of the person who incurred them. Each party agrees to protect the other from any liability for these debts.

E. Unless stated otherwise, each party promises to protect the other from any debts or liabilities they individually owe or will owe in the future. Each party will promptly apply to have the debts they are responsible for officially transferred or assumed by them, so the other party is released from responsibility. However, neither party can guarantee that creditors will agree to release them from liability. If a creditor denies the release, both parties will continue to apply for it periodically.

5. As set forth above, the party receiving the property or debt listed in this Agreement shall assume receipt commencing on the date of this Agreement. Further, the party receiving the asset or debt obligation, shall remove the other party's name from it within \_\_\_\_\_ days from entry of the Judgment and Decree of Divorce. The other party shall also cooperate in transferring titles to the party receiving the asset(s) once their name is removed.

6. In respect to equalizing the property distribution, the parties agree (**check one**):

That **Plaintiff / Defendant (circle one)** shall pay to the other the amount of \$\_\_\_\_\_ to equalize the property/debt distribution within \_\_\_\_\_ days of entry of the Judgment and Decree of Divorce;

**OR**

That the allocation of personal property and debt is equitable, and no amount is necessary to equalize the distribution.

7. **Real Property (house, land or buildings):**

The parties have no real property (check if applicable and then proceed to #10).

The parties have an interest in the following real property:

A. **Physical Address:** \_\_\_\_\_

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Plaintiff's Initials

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Defendant's Initials

B. Legal description (obtained from a document such as a Warranty Deed, Mortgage or Title Insurance):

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C. Regarding the property, the parties agree (check one):

That the **Plaintiff / Defendant (circle one)** will receive the house/land and all the fixtures therein and/or the improvements thereon. The parties agree that the amount of equity in the real estate is \$\_\_\_\_\_ (Value – Debt(s) = Equity). The party receiving the real estate shall pay \$\_\_\_\_\_ to the other to equalize this division within \_\_\_\_\_ days of entry of the Judgment and Decree of Divorce. If there is a mortgage(s) or other joint debt encumbering the real estate, the person receiving the property shall remove the other party's name from the mortgage(s) within \_\_\_\_\_ days of entry of the Judgment and Decree of Divorce. The person receiving the property has consulted a lender and received pre-approval to refinance. The party not receiving the real property shall cooperate in the release or refinancing and shall sign a quit claim deed releasing all interest in the property to the other party.

**OR**

The parties agree that the house/land and all the fixtures therein and/or the improvements thereon shall be listed for sale by \_\_\_\_\_, 20\_\_\_\_ with a realtor, on an active multiple listing service, for fair market value. The parties shall mutually agree upon a realtor, and both shall cooperate with signing the appropriate documents. Unless the parties otherwise agree, the parties shall accept a minimum offer for fair market

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Plaintiff's Initials

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Defendant's Initials

value. While the sale is pending **Plaintiff / Defendant / Not Applicable (circle one)** shall have exclusive possession of the marital home if they do not commit waste thereto. Commencing \_\_\_\_\_, 20\_\_\_\_\_, the parties agree that **Plaintiff / Defendant / Not Applicable (circle one)** shall be responsible for the mortgage payments, which payments include taxes and insurance, normal maintenance, as well as payment of utility bills associated with the marital home. The parties further agreed that the net proceeds of the sale of the home shall be divided with Plaintiff receiving \_\_\_\_% and Defendant receiving \_\_\_\_%. Additionally, any monies refunded to the parties from any escrow account shall be divided between the parties with Plaintiff receiving \_\_\_\_% and Defendant receiving \_\_\_\_%. The parties agree, if they are not able to file a joint return, **Plaintiff / Defendant (circle one)** shall claim the real estate taxes on their 20\_\_\_\_ income tax return and **Plaintiff / Defendant (circle one)** shall claim the mortgage interest on their 20\_\_\_\_ income tax return.

**8. Investments and Retirement Funds and Pension Plans:** Retirement and investments may be considered marital property and must be considered when dividing the marital assets between the parties. There are additional legal documents necessary to accomplish a transfer of certain retirement and investment accounts and you are strongly advised to consult an attorney if you are dividing such property.

**A. The parties agree (check the appropriate box):**

Each party specifically waives any and all claims, if any, to the other's 401K, IRA, stock options, retirement, pension, and profit-sharing accounts and benefits, whether such claim is known or unknown, contingent or vested, or now owing or will become owing to the other party in the future. It is the intent and purpose of the parties hereto by this provision to waive any entitlement to the 401K, IRA, stock options, pension, retirement, and/or annuity benefits of the other party, including both present and future benefits;

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Plaintiff's Initials

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Defendant's Initials

**OR**

Effective the date this Agreement is signed by both parties, the Plaintiff shall receive the following investments and retirement accounts (list the current value of each): \_\_\_\_\_

\_\_\_\_\_ and;

Effective the date this Agreement is signed by both parties, the Defendant shall receive the following investments and retirement accounts (list the current value of each): \_\_\_\_\_  
\_\_\_\_\_

B. The parties recognize that, unless otherwise provided herein, they have been advised to change any designation of their spouse as the beneficiary of any policy governed by ERISA, to include life insurance policies or employee benefit plans.

**9. Life Insurance.** Life insurance policies, particularly the cash value of some policies, may be considered marital property and should be considered when dividing the marital assets. Thus, the parties agree (**check one**):

The parties do not have any life insurance policies to distribute;

**OR**

The parties agree to the allocation of the life insurance policies as follows:

Plaintiff shall receive the following (term/whole life) life insurance policy(ies) and shall be responsible for any premium associated with said policy:  
\_\_\_\_\_  
\_\_\_\_\_

Defendant shall receive the following (term/whole life) life insurance policy(ies) and shall be responsible for any premium associated with said policy:  
\_\_\_\_\_  
\_\_\_\_\_

Plaintiff's Initials

Defendant's Initials

**10. Military Benefits (If one of the parties is a military member) (check one)**

**Plaintiff / Defendant (circle one or both, if applicable)** confirms they are not currently a member of the military service of the United States of America as defined by the Soldier and Service Member's Civil Relief Act of 1940.

**OR**

**Plaintiff / Defendant (circle one or both, if applicable)** was a member of the military (includes the National Guard and Reserves) during the marriage. Accordingly, the other party may be entitled to, as a former spouse of a service member, specific benefits depending on the length of the marriage and the amount of time the service member spouse spent in the military during the marriage. Benefits may include, if you qualify, retirement pay, military health care, commissary privileges and base facility benefits. There are state and federal laws that come into play; i.e. the Uniformed Services Former Spouses' Protection Act, and the Survivor Benefit Plan. There are numerous and complicated laws, and it is advised that you seek legal advice and/or assistance from the Defense Finance and Accounting Service to understand and protect all benefits you may be entitled to. When receiving retirement pay, you need to consult legal counsel regarding the "disposable retired pay" and the importance of disability pay in lieu of retired pay. Also, an Order dividing benefits must be timely received by the Defense Finance and Accounting Service and, if necessary, an Order requiring Survivors Benefit Protection (SBP).

If the Plaintiff or Defendant or both are members of the military service, past or present, please list branch of service, rank at the time of retirement, the specific years that they were in service (ex. 1992-2004) and the specific years of service during marriage (ex. 1994-2004):

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Plaintiff's Initials

Defendant's Initials

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In respect to military benefits of the service member, the parties agree as follows:

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**11. Alimony (Spousal Support).** Please check the appropriate box and fill in the appropriate blanks. (You are strongly encouraged to consult with an attorney before completing this section):

**Plaintiff / Defendant (check one)** shall receive alimony in the sum of

\$ \_\_\_\_\_ each month beginning the 1<sup>st</sup> of \_\_\_\_\_, 20 \_\_\_\_\_  
for the following duration:

A period of \_\_\_\_\_ months;

Until remarriage of the person receiving alimony or death of either party.

**OR**

No alimony of any kind shall be granted to either party. Both parties waive any right they may have to alimony and accepts this Agreement (without Minor Children) in full and final satisfaction of all marital claims.

**12. Income Tax Returns.** The parties agree to share historical accounting and tax information, documents and records with the other as may be necessary for each to prepare a complete and accurate income tax return for subsequent tax years.

The parties agree:

File a joint tax return if possible for the \_\_\_\_\_ tax year, if allowed by law, and share the expenses and tax liability or refund as follows:

\_\_\_\_\_ % to Plaintiff and \_\_\_\_\_ % to Defendant;

**OR**

File as single persons for the \_\_\_\_\_ tax year. Starting with the tax year that the Judgment and Decree of Divorce is signed, the parties

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Plaintiff's Initials

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Defendant's Initials

shall file as single persons on their IRS returns and every year thereafter.

**13. Former Name.** If one party would like their maiden name or former name restored to them, complete this section: (Leave section blank if not applicable)

**Plaintiff / Defendant (circle one)**, presently known as

\_\_\_\_\_ DOB \_\_\_\_\_, will be restored to their full former or maiden name of:

\_\_\_\_\_ in any

Judgment and Decree of Divorce issued herein and will be known hereafter as: \_\_\_\_\_

**14. Other Agreements Not Covered Previously.**

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**15. Attorney's Fees.** (Check one if appropriate and fill in where necessary):

Each party shall be solely responsible for their own attorney fees, costs and expenses incurred in this proceeding.

**OR**

**Plaintiff / Defendant (circle one)** will pay the sum of \$\_\_\_\_\_ towards the attorney fees, costs and expenses of their spouse within \_\_\_\_\_ days of entry of the Judgment and Decree of Divorce.

**16. Address.** Until all provisions herein are satisfied, the parties agree that each will promptly notify the other of any change of address and/or telephone number.

**17. Other Documents.** The parties shall, at any and all times upon request by the other party or their legal representative, make, execute, and deliver any and all such other and further documents as necessary or desirable for the purpose of giving full force and effect to the provisions of this Agreement, without charge therefor.

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Plaintiff's Initials

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Defendant's Initials

**18. Grounds.** The parties mutually understand that a divorce shall be granted to both parties on the grounds of irreconcilable differences, per SDCL § 25-4-17.3. The parties have executed a Statement of Plaintiff and Defendant as to Jurisdiction and Grounds for Divorce and understand the Court may grant the divorce without requiring personal appearances of the parties. If the Court decides to grant a Judgment and Decree of Divorce, the parties agree that this Agreement shall be presented to the Court without further notice. In the event the Court does not accept and approve all terms and provisions of this Agreement, then the same shall be null and void and no Judgment and Decree of Divorce may be entered by default in favor of either party without prior notice to either party.

**19. Interference.** The parties hereafter shall live separate and apart. Each party shall be free from interference, authority or control, direct or indirect, of the other party. The parties agree not to molest, annoy, harass, stalk, or interfere with each other in any aspect of their personal or professional lives.

**20. Enforcement.** The parties agree this Agreement shall be binding upon them until otherwise mutually agreed or otherwise ordered by the Court. Upon any violation of the terms of this Agreement, or if one party determines modifications are necessary without consent of the other party, each shall be free to petition the Court to have this Agreement modified/enforced in accordance with the law.

**21. Release of Inheritance Rights.** Unless otherwise specified herein, each party releases all rights to shares in the estate of the other or shares in the estate of the parents of the other, or to serve as personal representative or administrator of the estate of the other, except only as specified by will or codicil to will executed after the date of this Agreement.

**22. Modification and Waiver.** Any modification/waiver of any provisions of this Agreement shall be effective only if made in writing and executed with the same formality as this Agreement and approved by the Court. The failure of either party to insist upon strict performance of any of the provisions shall not be construed as waiver of any subsequent default of the same or similar nature.

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Plaintiff's Initials

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Defendant's Initials

**23. Partial Invalidity.** If any of the provisions of this Agreement are held to be invalid or unenforceable, all other provisions shall nevertheless continue in full force and effect.

**24. Titles.** The paragraph captions contained herein are inserted for convenience and descriptive purposes only and do not constitute a part of this Agreement.

**25. Conflict of Laws.** This Agreement shall be construed in accordance with the substantive laws of the State of South Dakota.

**26. Waiver and Incorporation.** The parties waive notice of trial, notice of hearing, findings of fact and conclusions of law and consent to the entry of a Judgment and Decree of Divorce without further notice, upon the Court's determination that there is a just cause for divorce. It is further stipulated and agreed by and between the parties that all provisions of this Agreement shall be incorporated by reference into any Judgment and Decree of Divorce which may be issued herein.

**27. Written Memorandum.** This Agreement contains the entire understanding of the parties who hereby acknowledge there have been and are no representations, warranties, covenants or understandings other than those expressly set forth herein.

**28. Ratification.**

A. This Agreement was made and entered into with the full knowledge of both parties, and they have read the entire document and have signed the same of their own free will and accord.

B. The parties represent to the Court that each acknowledges the importance of consulting separate, independent legal counsel as well as a tax expert prior to the execution of this Agreement. The parties acknowledge that it is a legal document and binding upon them.

C. Each party promises and guarantees to the other: (a) they have fully disclosed the existence of and value of all assets and debts in which they have any interest whatsoever; and (b) the assets and debt set forth and identified herein constitutes all the property of the parties, whether owned jointly or by either of them individually, or in conjunction with a third party;

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Plaintiff's Initials

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Defendant's Initials

and (c) the full and frank disclosure of all assets and liabilities by both parties is an essential and material element of the consideration of this Agreement.

*I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_,*  
*(Date) (Month)*  
*\_\_\_\_\_ at \_\_\_\_\_.*  
*(Year) (City or other location, and State)*

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Plaintiff Signature

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Plaintiff Printed Name

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*I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_,*  
*(Date) (Month)*  
*\_\_\_\_\_ at \_\_\_\_\_.*  
*(Year) (City or other location, and State)*

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Defendant Signature

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Defendant Printed Name

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Plaintiff's Initials

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Defendant's Initials

## INSTRUCTIONS FOR STATEMENT OF PLAINTIFF AND DEFENDANT AS TO JURISDICTION AND REASON FOR DIVORCE AND FORM

These forms are related to specific South Dakota Codified Laws (SDCL) concerning divorce matters. You can find these laws on the South Dakota Legislature website. If you have any legal questions, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujssrlhelp@ujs.state.sd.us](mailto:ujssrlhelp@ujs.state.sd.us).

### **IMPORTANT NOTICE:**

- This Statement establishes jurisdiction and grounds for divorce in which the Court may grant a divorce without requiring their personal appearance. Although this Statement can be used to help waive a court hearing, **the Judge presiding over your case may still require one.**
- In South Dakota, to use irreconcilable differences as the reason for divorce both parties must agree. Additionally, the Plaintiff must be a resident of the State of South Dakota when the divorce is started. This Statement confirms those facts for the Court.
- This form shall be completed after the Stipulation and Settlement Agreement has been signed by both parties.

### **To complete this form, you will need to:**

- Complete the caption by filling in the name of the county you are filing in, the judicial circuit number, Plaintiff and Defendant's names.
  - The Clerk will provide you a case number at the time of filing.
  - Your judicial circuit can be found here:
    - [https://ujs.sd.gov/Circuit\\_Court/Default.aspx](https://ujs.sd.gov/Circuit_Court/Default.aspx)
- Plaintiff and Defendant will need to sign and date.
- Once signed it will need to be filed with the Clerk of Court.
- If the Defendant refuses to sign this form, the Plaintiff should still file this Statement with only their signature.

<p>Plaintiff <hr/><p style="text-align: center;">v.</p><hr/><p>Defendant</p></p>	<p>Case No.: _____</p> <p><b>STATEMENT OF PLAINTIFF &amp; DEFENDANT AS TO JURISDICTION AND GROUNDS FOR DIVORCE</b></p>
--------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------

The above-named Plaintiff and Defendant, being first duly sworn upon their oath, depose and state as follows:

1. That they are the Plaintiff and the Defendant in the above-entitled divorce action.
2. This Statement is made pursuant to the provisions of SDCL § 25-4-17.3 so that the divorce may be granted without requiring the personal appearance by either party in Court.
3. Pursuant to SDCL § 24-4-30, the Plaintiff, at the time of the commencement of this divorce action was a resident of \_\_\_\_\_ County in the State of South Dakota (or stationed in the State of South Dakota while a member of the armed services)
4. Plaintiff and Defendant agree by signing this Statement that there are irreconcilable differences between the parties which the parties cannot repair to save the marriage. Both parties' consent to the Court's entry of a Judgment and Decree of Divorce to both parties on the grounds of irreconcilable differences.
5. A written Stipulation and Settlement Agreement (without Minor Children) has been entered into between the Plaintiff and the Defendant setting forth the terms and conditions of the division of property and other matters. The Agreement is presented to the Court with this Statement.
6. Both parties authorize the immediate presentation of the Stipulation and Settlement Agreement (without Minor Children), this Statement of Jurisdiction and Grounds for Divorce and the proposed Judgment and Decree of Divorce to the Court and

respectfully request the Court to consider the same without need for any noticed hearing or trial. The Parties further waive the entry of formal Findings of Fact and Conclusions of Law.

I declare under perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at  
\_\_\_\_\_  
(City or other location, and State)

\_\_\_\_\_  
Plaintiff Signature

\_\_\_\_\_  
Plaintiff Name

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I declare under perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at  
\_\_\_\_\_  
(City or other location, and State)

\_\_\_\_\_  
Defendant Signature

\_\_\_\_\_  
Defendant Name

## **INSTRUCTIONS AND FORM FOR JUDGMENT AND DECREE OF DIVORCE (STIPULATION AND AGREEMENT WITHOUT MINOR CHILDREN)**

These forms are related to specific South Dakota Codified Laws (SDCL) concerning divorce matters. You can find these laws on the South Dakota Legislature website. If you have any legal questions, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujssrlhelp@ujs.state.sd.us](mailto:ujssrlhelp@ujs.state.sd.us).

### **IMPORTANT NOTICES**

- Use this form only if you and the Defendant have signed a Stipulation and Settlement Agreement (without Minor Children) and you want the Court to incorporate that Agreement into your Judgment and Decree of Divorce.
- Even if you and the other party have signed the Stipulation and Settlement Agreement, the Judge assigned to your case may still require you to appear in court.

### **To complete this form, you will need to:**

- Complete the caption by filling in the name of the county you are filing in, the judicial circuit number, list your name for the Plaintiff and the other party for the Defendant.
- In the first paragraph enter the day the Defendant was served with the Summons and Complaint, and the date and location of the marriage.
- Provide the Clerk of Court the proposed Judgment and Decree of Divorce (UJS-326A). The Clerk of Court will give to the Judge to grant or deny.
- If the Judge signs the proposed Judgment and Decree of Divorce (UJS-326A), a Notice of Entry will need to be completed and filed with the Clerk of Court.
  - The Notice of Entry form can be obtained from the Clerk of Court. Depending on the county, this may be completed by the Clerk of Court, or they may provide to you to complete and file.
- Certified copies of the Judgment and Decree of Divorce (UJS-326A) along with a copy of the Notice of Entry will need to be provided to both parties and a Statement of Mailing will need to be completed. Depending on the county, this may be completed by the Clerk of Court, or they may provide to you to complete and file. You will need to check with the Clerk of Court on this.
  - The Statement of Mailing form can be obtained by the Clerk of Court.
- If a hearing is required, you will need to bring the Judgment and Decree of Divorce (UJS-326B) with you and if the Judge signs at the conclusion of the hearing, certified copies of the signed Judgment and Decree of Divorce (UJS-326A) along with a copy of the Notice of Entry will need to be provided to both parties and a Statement of Mailing will need to be completed. Depending on the county, this may be completed by the Clerk, or these forms may be provided to you to complete and file. You will need to check with the Clerk of Court on this.
  - The Statement of Mailing form can be obtained from the Clerk of Court.

COUNTY OF \_\_\_\_\_

JUDICIAL CIRCUIT

<p>Plaintiff v. Defendant</p>	<p>Case No.: _____</p> <p><b>JUDGMENT AND DECREE OF DIVORCE (STIPULATION AND AGREEMENT WITHOUT MINOR CHILDREN)</b></p>
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The above-entitled matter came before this Court on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_. It is satisfactory appearing to the Court from the records and file herein that the Defendant was duly served with the Summons and Complaint (without Minor Children) on the \_\_\_\_\_ day in the month of \_\_\_\_\_, and in the year of 20\_\_\_\_\_, and the parties thereafter entered into a Stipulation and Agreement (without Minor Children) on file and dated \_\_\_\_\_, herein. The parties were married on the \_\_\_\_\_ day in the month of \_\_\_\_\_, in the year of \_\_\_\_\_, and in the City and State of \_\_\_\_\_. After due consideration of the same and on the matters of record herein the Court finds and concludes that it has jurisdiction over the parties and the subject matter herein, and that the parties having expressly waived entering of Findings of Fact and Conclusions of Law. Now therefore;

IT IS HEREBY ORDERED, ADJUDGED AND DECREED AS FOLLOWS:

1. The parties are both granted a Judgment and Decree of Divorce on the grounds of irreconcilable differences and the parties hereto are restored to the status of single persons.
2. Plaintiff  / Defendant  (**check one**), currently known as \_\_\_\_\_ and born as \_\_\_\_\_ shall be restored to his/her their former name of \_\_\_\_\_; shall be known hereafter as \_\_\_\_\_.

3. All the terms and conditions specifically set forth in the Stipulation and Agreement (without Minor Children) are approved and incorporated herein as though fully set forth verbatim.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

---

Circuit Court Judge

Attest:

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Clerk of Court

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Deputy Clerk  
(Seal)

## **INSTRUCTIONS AND FORMS FOR STATEMENT OF DEFAULT, APPLICATION FOR JUDGMENT AND DECREE OF DIVORCE (DEFAULT), NOTICE OF HEARING AND STATEMENT OF MAILING**

These forms are related to specific South Dakota Codified Laws (SDCL) concerning divorce matters. You can find these laws on the South Dakota Legislature website. If you have any legal questions, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujsslhelp@ujs.state.sd.us](mailto:ujsslhelp@ujs.state.sd.us).

### **IMPORTANT NOTICES**

- These forms can only be completed by the Plaintiff and only if all of the following are true:
  - The Defendant was served with copies of the Summons and Complaint without Minor Children and Proof of Service was filed with the Clerk of Court.
  - The Defendant has failed to file an Answer to the Summons and Complaint without Minor Children within thirty days of being served.
  - The Defendant is not in the military on active duty.
- A Default Judgment for Divorce can only be granted if it has been at least sixty days since the Defendant was served with the Summons and Complaint.

### **To complete these forms, you will need to:**

- Complete the Statement of Default (UJS-321A) by completing the caption, date the Defendant was served with the Summons and Complaint without Minor Children, date, and sign.
- Complete the Application for Judgment and Decree of Divorce - Default (UJS-321B) and sign and date.
- Complete the Statement of Mailing (UJS-321D) and sign and date.
- File the originals of the Statement of Default (UJS-321A), Application for Judgment and Decree of Divorce – Default (UJS-321B), Statement of Mailing (UJS-321D), and Statement of Defendant's Military Status (UJS-306) with the Clerk of Court.

\*A hearing may be required on your application for Default Judgment. You will need to contact the Clerk of Court for this information. If a hearing is required continue with the steps below.

- Request a hearing date and time from the Clerk of Court or Court Administration depending on your county. Complete the Notice of Hearing (UJS-321C), sign and file the original with the Clerk of Court. The Notice of Hearing would then be mailed along with the other forms listed above.

COUNTY OF \_\_\_\_\_

JUDICIAL CIRCUIT

Plaintiff  v.  Defendant	Case No.: _____  <b>STATEMENT OF DEFAULT</b>
--------------------------------------	----------------------------------------------------

Plaintiff, being first duly sworn on oath states:

1. That I am the Plaintiff in the above-captioned action.
2. That the Summons and Complaint without Minor Children were served together upon the Defendant on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
  
3. That the proof of service has been filed (*i.e.*, Admission of Service or Sheriff's Return)
4. That more than sixty days have passed since service of the Summons and Complaint (without minor children) and the Defendant has not filed or served an Answer, made an appearance, or filed any other responsive pleading and is in default.
5. It is my belief that the Defendant is not in the military service on active duty.

*I declare under perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_.*  
(City or other location, and State)

\_\_\_\_\_  
Plaintiff Signature

\_\_\_\_\_  
Plaintiff Printed Name

COUNTY OF \_\_\_\_\_

JUDICIAL CIRCUIT

Plaintiff  v.  Defendant	Case No.: _____  <b>APPLICATION FOR JUDGMENT AND DECREE DEFAULT</b>
--------------------------------------	-------------------------------------------------------------------------------

COMES NOW, the above-named Plaintiff and respectfully submits this Application for Judgment and Decree of Divorce by Default pursuant to SDCL § 15-6-55(b), hereby requesting the Court to enter a Judgment and Decree of Divorce by default against the Defendant in favor of the Plaintiff in the above-entitled action. The Plaintiff's Statement of Default is incorporated herein.

*I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_.*  
(City or other location, and State)

---

Plaintiff Signature

---

Plaintiff Printed Name

COUNTY OF \_\_\_\_\_

JUDICIAL CIRCUIT

_____ Plaintiff  v.  _____ Defendant	Case No.: _____  <b>NOTICE OF HEARING</b>
--------------------------------------------------------	-------------------------------------------------

**TO: THE DEFENDANT IN THE ABOVE-CAPTIONED MATTER:**

**PLEASE TAKE NOTICE** that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_:\_\_\_\_\_ am/pm a hearing on Plaintiff's Statement of Default and Application for Judgment and Decree of Divorce (Default) will be held in the courtroom of Honorable \_\_\_\_\_, Circuit Court Judge of the \_\_\_\_\_ Judicial Circuit, presiding, located at the \_\_\_\_\_ County Courthouse, in \_\_\_\_\_, South Dakota.

The Plaintiff will seek judgment for the relief demanded in the Complaint without Minor Children in the above-entitled action.

*I declare under perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_.*  
(City or other location, and State)

---

Plaintiff Signature

---

Plaintiff Printed Name

COUNTY OF \_\_\_\_\_

JUDICIAL CIRCUIT

Plaintiff  v.  Defendant	Case No.: _____
--------------------------------------	-----------------

**STATEMENT OF MAILING**

I, \_\_\_\_\_, being sworn, state that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, I mailed the (**check all that apply**)  
 Statement of Default,  Application for Judgment and Decree of Divorce – Default  
 Notice of Hearing, by placing true and correct copies in an envelope addressed to:

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(Name of Defendant)

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(Street Address)

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(City, State, Zip)

And depositing the envelope, with sufficient postage, in the United States Mail in:

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(City and State where you mailed forms from)

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_  
(Date) (Month) (Year)  

---

(City or other location, and State)

---

Plaintiff Signature

---

Plaintiff Printed Name

## **INSTRUCTIONS AND FORM FOR JUDGMENT AND DECREE OF DIVORCE (DEFAULT – WITHOUT MINOR CHILDREN)**

These forms are related to specific South Dakota Codified Laws (SDCL) concerning divorce matters. You can find these laws on the South Dakota Legislature website. If you have any legal questions, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujssrlhelp@ujs.state.sd.us](mailto:ujssrlhelp@ujs.state.sd.us).

### **IMPORTANT NOTICE**

- A default judgment for divorce can only be granted if it has been at least sixty days since the Defendant was served with the Summons and Complaint and an Answer has not been filed by the Defendant.

### **To complete this form you will need to:**

- Fill in the caption.
- In the first paragraph fill in the blanks regarding the day the Defendant was served with the Summons and Complaint, and the day and location of the marriage.
- Attend the hearing (*if a hearing was required*) that was scheduled on your request for a divorce by default. You will submit this form to the Court at the hearing where the Judge will make their final determination.
- If the Judge signs the Judgment and Decree of Divorce Default without Minor Children (UJS-322A) the Court will provide you with signed copies and you will need to:
  - Complete and file the Notice of Entry and Statement of Mailing
    - This form may be obtained from the Clerk of Court. Depending on the county, either the Clerk will complete the form for you or provide you with the form for completion. Check with the Clerk of Court in your county.
- Mail a copy of the Notice of Entry, Statement of Mailing and signed Judgment and Decree of Divorce (UJS-322B) to the Defendant.

COUNTY OF \_\_\_\_\_

JUDICIAL CIRCUIT

_____ Plaintiff  v.  _____ Defendant	Case No.: _____  <b>JUDGMENT AND DECREE OF DIVORCE – DEFAULT (WITHOUT MINOR CHILDREN)</b>
--------------------------------------------------------	---------------------------------------------------------------------------------------------------------

The above-entitled matter came before this Court on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ on the Plaintiff's Application for Judgment and Decree of Divorce (Default). It is satisfactory appearing to the Court from the records and files herein that the Defendant was duly served with Summons and Complaint on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. The parties were married on the \_\_\_\_\_ day in the month of \_\_\_\_\_, in the year of \_\_\_\_\_ and in the city and state of \_\_\_\_\_. It further appearing to the Court by virtue of the Statement of Default signed by Plaintiff and filed herein that said Defendant has failed to plead, to otherwise defend, or make any appearance in this action and that said Defendant is in default; Findings of Fact and Conclusions of Law having been waived by virtue of Defendant's failure to appear in this action; the Court having jurisdiction over the parties and the subject matter herein, Now Therefore;

IT IS HEREBY ORDERED, ADJUDGED AND DECREED AS FOLLOWS:

1. Plaintiff is granted a Judgment and Decree of Divorce on the grounds of irreconcilable differences and the parties hereto are restored to the status of single persons:

2. The parties shall retain as their separate property all the vehicles, personal clothing and effect, all household goods, appliances and such other items and personal property as are currently in their respective possessions, free and clear of any claim from the other. In addition, the Plaintiff shall be awarded the following property: \_\_\_\_\_

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The Defendant shall be awarded the following property: \_\_\_\_\_

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3. Retirement/Investment accounts shall be divided as follows: \_\_\_\_\_

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4. Any encumbrances or debts relating to or accompanying an item of personal property shall be the sole responsibility of the party retaining such property.

The following debts shall be assumed by the Plaintiff: \_\_\_\_\_

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The following debts shall be assumed by the Defendant: \_\_\_\_\_

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All other debts shall be paid by the party incurring such debt.

5. Regarding alimony, the Court orders:

Neither party shall be awarded alimony;

OR

\_\_\_\_\_

---

6. Plaintiff  / Defendant  (**check one**) currently known as \_\_\_\_\_ and born as \_\_\_\_\_ shall be restored to their former name or maiden name of \_\_\_\_\_; therefore, they shall be known hereafter as \_\_\_\_\_. (only if requesting)

7. Each party shall, at the request of the other, execute and deliver any such instruments as may be required to carry out the intentions and provisions of the Judgment and Decree of Divorce. In the event either party shall fail to execute deeds, titles, or other documents of transfer as required by this Judgment and Decree shall operate as an effective transfer of that party's interest in said property as set forth herein.

8. Additional order(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

---

Circuit Court Judge

Attest:

---

Clerk of Court

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Deputy Clerk  
(Seal)

## INSTRUCTIONS FOR JOINT MOTION AND ORDER FOR DISMISSAL FORM

If you have any legal questions while completing this form, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujssrlhelp@ujs.state.sd.us](mailto:ujssrlhelp@ujs.state.sd.us).

### **Important Notice:**

In the event the parties resolve their differences prior to the entry of the Judgment and Decree of Divorce and want to stop the divorce proceeding, they may request the Court for an Order dismissing the divorce action, without prejudice.

### **To complete this form, you will need to:**

- Complete the caption by filling in the name of the county you are filing in, the judicial circuit number, Plaintiff and Defendant's names.
- Provide your reasoning for the request to dismiss the case on the line provided.
- Both parties must sign and date the Motion.
- Leave the Order section on page two blank as the Judge will date and sign the Order.
- File the original with the Clerk of Court. Retain a copy for your records.
- Once the Judge has ruled on your motion you will be provided with two certified copies. One is for you and the other is for your spouse.

STATE OF SOUTH DAKOTA

IN CIRCUIT COURT

COUNTY OF \_\_\_\_\_

\_\_\_\_\_ JUDICIAL CIRCUIT

Plaintiff  v.  Defendant	Case No.: _____  <b>JOINT MOTION AND ORDER FOR DISMISSAL</b>
--------------------------------------	------------------------------------------------------------------------

COMES NOW, the above-named Plaintiff and Defendant and respectfully requests this Court for an Order dismissing this action without prejudice based on the following reason(s):

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*I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_,*  
*(Date) (Month)*  
*\_\_\_\_\_ at \_\_\_\_\_.*  
*(Year) (City or other location, and State)*

\_\_\_\_\_  
Plaintiff Signature

\_\_\_\_\_  
Plaintiff Name

---

*I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_,*  
*(Date) (Month)*  
*\_\_\_\_\_ at \_\_\_\_\_.*  
*(Year) (City or other location, and State)*

\_\_\_\_\_  
Defendant Signature

\_\_\_\_\_  
Defendant Name

**ORDER**

This matter having come before the Court by the parties Joint Motion for Dismissal, this action is hereby DISMISSED without prejudice.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

---

Circuit Court Judge

ATTEST:

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Clerk of Court

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Deputy Clerk  
(SEAL)

## INSTRUCTIONS AND FORM FOR PLAINTIFF'S MOTION AND ORDER FOR DISMISSAL

If you have any legal questions while completing this form, it is highly recommended that you consult with an attorney. Court staff are unable to provide legal advice or assist with form completion. For specific questions related to the forms, you can also contact the Legal Form Help Line at 1-855-784-0004 or email UJS staff at [ujssrlhelp@ujs.state.sd.us](mailto:ujssrlhelp@ujs.state.sd.us).

### **IMPORTANT NOTICE:**

This form can only be filed if the Plaintiff wishes to dismiss the case and the Defendant has not yet filed an Answer. The filing of this form you understand that you are requesting the court to dismiss your case entirely. This form will not be accepted by the Clerk's office if the opposing party has filed an Answer or Motion for Summary Judgment.

### **To complete this form, you will need to:**

- Complete the caption by filling in the name of the county you are filing in, the judicial circuit number, Plaintiff and Defendant's names.
  - Leave the order section of the form blank for the Judge to complete.
- Date and sign.
- File the original with the Clerk of Court.
- If your Motion to Dismiss is granted by the Judge, two certified copies will be provided to you. One copy of the Motion and Order will need to be mailed to the Defendant.
- Once you have mailed a copy, you will need to complete the Statement of Mailing section and file with the Clerk of Court.

STATE OF SOUTH DAKOTA

IN CIRCUIT COURT

COUNTY OF \_\_\_\_\_

\_\_\_\_\_ JUDICIAL CIRCUIT

Plaintiff  v.  Defendant	Case No.: _____  <b>MOTION AND ORDER FOR DISMISSAL</b>
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The Plaintiff hereby respectfully requests this court to dismiss the above action in its entirety without prejudice, pursuant to SDCL 15-6- 41(a).

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

*I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_*  
(Date) (Month) (Year)  
(City or other location, and State)

\_\_\_\_\_  
Plaintiff Signature

\_\_\_\_\_  
Plaintiff Name

**ORDER**

Pursuant to SDCL 15-6-41(a), this action is hereby DISMISSED without prejudice.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

BY THE COURT:

ATTEST:

\_\_\_\_\_  
Circuit Court Judge

\_\_\_\_\_  
Clerk of Court

\_\_\_\_\_  
Deputy Clerk  
(SEAL)

STATE OF SOUTH DAKOTA

IN CIRCUIT COURT

COUNTY OF \_\_\_\_\_

\_\_\_\_\_ JUDICIAL CIRCUIT

Plaintiff  v.  Defendant	Case. No.: _____  <b>STATEMENT OF MAILING</b>
--------------------------------------	-----------------------------------------------------

I, \_\_\_\_\_, the above-named Plaintiff, state that on \_\_\_\_\_, 20\_\_\_\_\_, I sent a certified copy of the Motion and Order for Dismissal by placing true and correct copies in an envelope addressed to the Defendant at:

\_\_\_\_\_  
(Name of Defendant)

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City, State, Zip)

And depositing the envelope, with sufficient postage, in the United States Mail in:

\_\_\_\_\_  
(City and State you mailed from)

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at  
(Date) (Month) (Year)  
(City or other location, and State)

\_\_\_\_\_  
Plaintiff Signature

\_\_\_\_\_  
Plaintiff Name