

# **Do You Need Help Finishing Your Divorce (or Legal Separation or Nullity) Case? The Self-Help Center Can Help**

For your convenience the Self-Help Center (SHC) can review your court file and email (preferred), mail or call you with your next steps to finish your divorce, legal separation, or nullity case.

## **Do NOT submit this form UNLESS you have completed the Preliminary Declaration of Disclosure process.**

The Self-Help Center will not review your case if you have not completed the "Preliminary Declarations of Disclosure" process. You may obtain a packet by going online to [http://www.scscourt.org/self\\_help/family/form\\_packets.shtml](http://www.scscourt.org/self_help/family/form_packets.shtml). If you submit this form before completing your disclosures, *it will be returned to you without a case review.*

## **Submit your request online.**

Go to [www.scscourt.org](http://www.scscourt.org), search "Divorce Case Review". Then click on "Divorce Case Review Request". Complete the online form and click "Submit Form".

## **\*\*\*\*\*FAQs\*\*\*\*\***

### **I do not have internet access. How can I submit a request?**

You may obtain a form in the main lobby at the Family Justice Center Courthouse at 201 N. First Street, San Jose, CA 95113. You have two options for submitting the form:

- Drop it in the dropbox at the Family Justice Center Courthouse **OR**
- Mail it to us at 191 North First Street, San Jose, CA 95113 Attn: Self Help Center

### **What happens next?**

We will review your court file as quickly as we can. We will then email or call you about your next steps using the information on this sheet. Please write neatly and print so we can read it.

### **What if I want to talk to someone today?**

That is not a good idea unless you have other questions not related to finishing your case.

We need time to review your file and cannot do it on the same day you contact our office.

We recommend that you submit your request online or submit the paper form and let us email you or call you back.

### **What if I have a lawyer but want to finish the case myself?**

You must officially remove your attorney from the case before the SHC can help you. To do this, you and the attorney must sign and file a form called a Substitution of Attorney (form MC-050). If you have not done this yet, please contact your attorney.

Thank you for your patience while we review your file. It can take up to 60 days for a review.