

Case number

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## Application for a conditional order or (judicial) separation order

Name of sole applicant or applicant 1

Name of applicant 2

Name of respondent

Sole applicants - complete Sections A, C and D

Joint applicants - complete Sections B, C and D

### A. Sole applicant

This section is to be completed by an applicant who made the divorce/dissolution/(judicial) separation application solely.

**1.** Full name of sole applicant

First name(s)

Middle name(s)

Last name

**2.** The sole applicant applies to the judge for a conditional order of

divorce in this case

dissolution in this case

**or**

in the case of (judicial) separation, the sole applicant applies to the judge for a

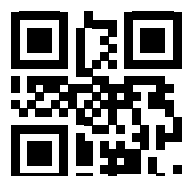
(judicial) separation order in this case

### Money and property when you divorce or separate

If you have not already applied for a financial order you can still do so if you want to.

You can find more guidance on financial orders and how to get help agreeing on any issues at [www.gov.uk/money-property-when-relationship-ends/apply-for-a-financial-order](http://www.gov.uk/money-property-when-relationship-ends/apply-for-a-financial-order)

HMCTS USE ONLY



**3.** Has the respondent filed an acknowledgment of service?

Yes. **Go to question 4**

No. **Go to question 7**

**Note 3:** The respondent can file an acknowledgement of service by sending a paper version to the court or by completing it online using the MyHMCTS portal.

**4.** Did the respondent sign a paper version of the acknowledgement of service?

Yes. The respondent signed a paper version.

No. The respondent completed and filed the acknowledgement of service online. **Go to Section C**

**5.** Who has signed the paper version of the acknowledgment of service?

the respondent (you must attach a copy of the acknowledgment of service to this form)

a legal representative. **Go to Section C**

**6.** I identify the signature appearing in the statement of truth signature box on the paper version of the acknowledgement of service, a copy of which I have attached to this statement and marked 'A', as the signature of my

spouse

civil partner

who is the respondent in these proceedings.

**Now go to Section C**

**7.** The respondent has not filed an acknowledgement of service, I have attached

a certificate of service (form **FP6**)

an order from the court dispensing with or deeming service

other evidence of service (specify below and attach any relevant evidence)

**Now go to Section C**

## B. Joint applicants

This section should be completed by applicants who made the divorce/dissolution/(judicial) separation application jointly. If you wish to proceed as a sole applicant at this stage, please complete question 11 below.

### 8. Full name of **applicant 1**

First name(s)

Middle name(s)

Last name

### 9. Full name of **applicant 2**

First name(s)

Middle name(s)

Last name

Complete either question 10 or question 11

### 10. This is a joint application and we both apply to the judge to make a conditional order of

divorce in this case

dissolution in this case

**or**

in the case of (judicial) separation, the joint applicants apply to the judge for a

(judicial) separation order in this case

**Now go to Section C**

- 11.** The divorce/dissolution/(judicial) separation application was made jointly, but this application is now to proceed as a sole application by only

applicant 1

applicant 2

and this applicant applies to the judge to make a conditional order of

divorce in this case

dissolution in this case

**or**

in the case of (judicial) separation, the applicant applies to the judge for a

(judicial) separation order in this case

**You must also serve (send) the other party with a copy of this application.**

### **C. Statement in support of divorce/dissolution/ (judicial) separation application**

- 12.** Have you read the application for divorce/dissolution/(judicial) separation?

Yes

No

- 13.** Do you wish to alter or add to any statement in the application for divorce/dissolution/(judicial) separation?

Yes. I wish to make the following alterations or additions:

No

**Note 11:** If you decide to proceed with the application as a sole applicant having initially made a joint application, the application cannot be changed back to a joint application and can only proceed as a sole application at final order stage. The other party to the proceedings becomes 'the respondent'.

**Note 13:** If you are amending anything substantial in the application, you may need to submit an amended application form and pay a fee.

Enter the details of the amendment here and the court will inform you if this is required.

**14.** Subject to these alterations or additions (if any) is everything stated in your divorce/dissolution/(judicial) separation application true?

Yes

No

If any statement is not within your own knowledge, please indicate this and state whether it is true to the best of your information and belief.

## D. Statement of truth

### 15. Sole applicant or applicant 1

I understand that proceedings for contempt of court may be brought against anyone who makes, or causes to be made, a false statement in a document verified by a statement of truth without an honest belief in its truth.

**I believe** that the facts stated in this form and any continuation sheets are true.

**The applicant** believes that the facts stated in this form and any continuation sheets are true. **I am authorised** by the applicant to sign this statement.

**Note:** where the applicant relies on the respondent's signature on the Acknowledgment of Service (or any other document), the statement of truth must be completed by the applicant and not the solicitor.

### Signature

Applicant

Applicant's legal representative (as defined by FPR 2.3(1))

### Date

Day            Month            Year

Full name

Name of applicant's legal representative's firm

If signing on behalf of firm or company give position or office held

## 16. Applicant 2

I understand that proceedings for contempt of court may be brought against anyone who makes, or causes to be made, a false statement in a document verified by a statement of truth without an honest belief in its truth.

**I believe** that the facts stated in this form and any continuation sheets are true.

**The applicant** believes that the facts stated in this form and any continuation sheets are true. **I am authorised** by the applicant to sign this statement.

### Signature

Applicant

Applicant's legal representative (as defined by FPR 2.3(1))

### Date

Day            Month            Year

Full name

Name of applicant's legal representative's firm

If signing on behalf of firm or company give position or office held

### Please return your form to:

HMCTS Divorce and  
Dissolution service  
PO Box 13226  
Harlow  
CM20 9UG

### Email:

[divorcecase@justice.gov.uk](mailto:divorcecase@justice.gov.uk)

### Phone: 0300 303 0642

Monday to Friday  
8am to 6pm