

(Name of court)

**Form 36A: Certificate
of Clerk (Divorce)**at _____
Court office address _____**Applicant's last name** _____**Respondent's last name** _____*If the appropriate box on the left cannot be checked, check the box on the right margin and describe the deficiency by that box. If the divorce application was filed electronically, write "N/A" in the blank spaces relating to the Continuing Record.*

The clerk of the court certifies as follows:

Check if applicable and complete the rest of the certificate
as if the divorce had been claimed by the applicant.

Divorce claimed only by the respondent.

Deficiency

1. PRELIMINARY

- (a) Jurisdiction – Application filed in correct municipality 1(a)
 No answer filed _____
 Answer was withdrawn – Continuing record tab/page number _____
 Order dated _____, under subrule 12(6), splitting divorce from rest of the case – continuing record tab/page number _____
 Answer struck out by order dated _____ 1(b)
 - Continuing record tab/page number _____
 Joint application – no respondent _____
- (b) Clearance certificate from Central Divorce Registry _____

2. PROOF OF SERVICE

- Affidavit of service
 Person's lawyer accepted service
 Joint application – no service necessary

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3. METHOD OF SERVICE

- Left copy with person to be served
 Left copy with person's lawyer
 Mailed copy to person and received acknowledgement signed by person
 Left copy at person's residence with adult resident and mailed another copy
 Signed acknowledgement of service filed
 Other (specify.) _____

3

Service took place in (province or country) _____
 Service was carried out on (date) _____

4. GROUNDS FOR DIVORCE

- Separation since (date) _____, affidavit
 sworn more than one year after separation
 Adultery
 Cruelty

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5. ONTARIO RESIDENCE

Application should indicate that at least one spouse must have been Ontario resident for at least a year.

- Applicant resident in Ontario since (date) _____
 Respondent resident in Ontario since (date) _____

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6. CLAIMS

- Only claim for divorce
 Claim for child support [details in part 9 below]
 Claim for decision-making responsibility/parenting time – details in application
 Claim for spousal support – details in application
 Claim for property – details in application
 Claim to include provisions of consent, agreement or previous court order – details in application
 Costs

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Deficiency

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7. PROOF OF MARRIAGE

Marriage took place in Canada outside Canada

Marriage certificate or registration of marriage filed – details agree with those in application

- Continuing record tab/page number _____

No certificate – details of marriage set out in affidavit – Continuing record
tab/page number _____

Previous divorce or death certificate filed – Continuing record tab/page number _____

8. AFFIDAVITS

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Applicant's affidavit – Continuing record tab/page number _____

Respondent's affidavit – Continuing record tab/page number _____

Affidavit of (name) _____

- Continuing record tab/page number _____

Affidavit complies with Form 36 and is properly completed – Continuing record tab/page
number _____**9. CHILDREN**

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No children of the marriage There are children of the marriage

Child support guidelines information supplied – Continuing record
tab/page number _____

Payor's income table amount

recipient's income [REQUIRED for special expenses (add-ons), split and shared parenting time,
payor is stepparent, child over 18, payor's income more than \$150,000, claim of undue hardship]
details of special expenses (add-ons)

agreement/consent with explanation for claim less than table amount

10. DRAFT ORDER

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The following material has been filed:

Draft Order - no support claimed.

3 copies – filed in paper format Filed electronically

Draft order and draft support deduction order – support claimed

4 copies of draft order + 2 copies of draft support deduction order – filed in paper format

Filed electronically

Service of order on parties

Stamped envelope for each party – application filed in paper format

Email address of at least one party – application filed electronically

Address for service of order on respondent is same as

on application on documents filed by respondent in applicant's affidavit

Draft order in same terms as application

Draft order in same terms as consent, minutes of settlement, or agreement filed

- Continuing record tab/page number _____

Request for early effective date for divorce; agreements and undertakings filed not to appeal

- Continuing record tab/page number _____

11. NOTICE TO APPLICANT

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Applicant notified of deficiencies but requests to submit papers to judge despite them.

Date of signature

Signature of clerk of the court