

HARRIS FAMILY LAW GROUP  
DIVORCE PROCESS

1. Fill out the Divorce Questionnaire, Legal Service Contract, and Credit Card Authorization Form and email or fax it to Jeffrey Harris.

His contact information is as follows:

Jeffrey Harris

(310) 745-8644 Office Number

(866) 663-3074 Fax Number

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2. He will review everything and let you know if he needs any additional information.
3. Once he receives all of the documentation, he will start working on your paperwork. It will be emailed to you once it is ready (usually within 24 hours).
4. Review and print the divorce paperwork.
5. Mail the paperwork to him along with your filing fee (\$395-\$410 depending on the county).
6. Upon receipt of your signed documents, he will file them with the court and request conformed copies. This generally takes from two days to two weeks depending on where the court is located and how quickly they process the paperwork. Once he receives the conformed copies he will email each spouse a copy of their filed documents. Since a Summary Dissolution is a joint filing, neither spouse will need to be served.
7. The date the initial set of documents is filed is the date the six-month clock starts ticking for the divorce to be finalized. Once the six months has passed, Jeffrey will file the final divorce papers with the court and provide all of the necessary SASE's required by the court. The court takes approximately 2-4 weeks. Once the court has signed off on the final divorce documents, they will mail you a copy. The court will stamp the final divorce date on your documents.

## **SUMMARY DISSOLUTION QUESTIONNAIRE**

**PLEASE NOTE THAT IN ORDER TO QUALIFY FOR A SUMMARY  
DISSOLUTION YOU MUST MEET THE FOLLOWING CRITERIA:**

- **have been married less than 5 years on the date you file your Joint Petition for Summary Dissolution of Marriage;**
- **have no children together that were adopted or born before or during the marriage (and neither of us are pregnant now);**
- **do not own or have an interest in any real estate;**
- **do not owe more than \$6,000 for debts acquired since the date of your marriage (do not count auto loans);**
- **have less than \$38,000 worth of property acquired during the marriage (do not count your cars);**
- **do not have separate property worth more than \$38,000 (do not count money you owe on the property or auto loans);**
- **agree that neither spouse will ever get spousal support; AND**
- **are willing to sign an agreement that divides property and debts.**

### **GENERAL INFORMATION**

Who will be the filing party (husband or wife)?

Which county are the documents to be filed in?

Which spouse lives in this county?

How long has the husband or wife lived in this county?

Is the husband or wife in the military?

Which spouse is in the military?

### **WIFE'S INFORMATION**

Wife's Full Name:

What is the wife's former name?:

Does wife wish to return to her former name?

Birth Date:

Address:

Telephone #:

Email address:

Occupation:

Employer Name:

Employer Address:

Employer Phone Number:

Gross Monthly Income:

### **HUSBAND'S INFORMATION**

Husband's Full Name:

Birth Date:

Address:

Telephone #:

Email address:

Occupation:

Employer Name:

Employer Address:

Employer Phone Number:

Gross Monthly Income:

## **MARRIAGE INFORMATION**

Date of Marriage:

Date of Separation:

## **ASSET AND DEBT INFORMATION**

### Community Property/Debt

Please list all of your community property (provide the fair market value and how property will be divided):

Vehicles (year/make/model):

Pensions/401K (name of plan/company/acct number):

Bank Accounts (name of bank/type of account/ acct number):

Other:

Please list all of your community debt (list creditor name and amount owed):

Separate Property/Debt

Are there any separate property assets and debts? (anything acquired prior to the marriage, after the date of separation or given to by will/trust/gift) Please state the asset or debt, the value or amount owed and who it is confirmed to:

**OTHER INFORMATION/NOTES**

**Harris Family Law Group  
Tel. 310-745-8644**

**Credit Card Authorization Form**

1. Print this Credit Card Authorization Form
2. Complete and Sign the printed form.

**AMOUNT: \$699**

**CARD HOLDER NAME:** \_\_\_\_\_

**CARD HOLDER BILLING ADDRESS:** \_\_\_\_\_

**CREDIT CARD (CHECK ONE)    VISA    MC    DISCOVER    AMEX**

**CREDIT CARD NUMBER:** \_\_\_\_\_

**Vcode (3 digits on back of card):** \_\_\_\_\_

**EXPIRATION DATE: (MM/YY)** \_\_\_\_\_

**DAY TIME PH:** \_\_\_\_\_

**NIGHT TIME PH:** \_\_\_\_\_

**CELL PHONE:** \_\_\_\_\_

**E-MAIL ADDRESS:** \_\_\_\_\_

\_\_\_\_\_  
**DATE (MM/DD/YY)**

\_\_\_\_\_  
**CARD HOLDERS SIGNATURE:**

## **LEGAL DOCUMENT ASSISTANT CONTRACT FOR SELF-HELP SERVICES**

This is a contract between Harris Family Law Group (Jeffrey Harris, Owner) and \_\_\_\_\_ (print name), for the self-help services described in Part I below.

### **IMPORTANT NOTICES**

1. You should read and understand this entire contract before you sign it. You should understand the kinds of services that I can and cannot perform for you (see Part I below).
2. I am not an attorney. I cannot perform the legal services that an attorney performs. I cannot engage in the practice of law.
3. The county clerk has not evaluated or approved my knowledge or experience, or the quality of my work.
4. I cannot keep your original documents if you request that I return them to you. I cannot keep your original documents if you and I do not sign this contract or if this contract terminates (ends) for any reason. I cannot keep your original documents after all of the contract services have been provided (see Part I below). It is a violation of California law if I keep your original documents under any of these circumstances.
5. It is a violation of California law if I make any false or misleading statement to you.
6. I cannot obtain special favors from, and I do not have any special influence with, any court or any state or federal agency.
7. As required by law, I have filed a bond or made a cash deposit and have registered as a legal document assistant in each county where I will perform services on your behalf.

### **I. SELF-HELP SERVICES**

Kinds of services that I can perform for you: I can perform the following self-help services for you in connection with a legal matter in which you are representing yourself: I can type or otherwise complete, as you specifically direct, legal documents that you have selected. I can provide you general published factual legal information that has been written or approved by an attorney, to help you represent yourself. I can provide you published legal documents. I can file and serve legal forms and documents as you specifically direct.

These are the only kinds of services that I can perform for you. I cannot provide you any service if you need additional services. If you need additional services, then you require the services of an attorney or a divorce mediator.

Kinds of services that I cannot perform for you: I cannot provide you any self-help service unless you are representing yourself in a legal matter and the self-help service relates to that legal matter.

I cannot engage in the practice of law. This means that I cannot give you any kind of advice, explanation, opinion or recommendation about possible legal rights, remedies, defenses, strategies or options that you may have. I cannot give you any advice, explanation, opinion or recommendation regarding selection of forms.

I will provide you all the following services:

A. Preparation, processing, and filing of an uncontested divorce

You are paying My Divorce Mediator only for those services listed above and no others. It is unlawful for me to make any guarantee or promise to you unless it is written in this contract and unless I have a factual basis for making the guarantee or promise.

## II. FEES AND EXPENSES

You agree to pay My Divorce Mediator the following fees, costs and expenses:

A. A flat fee in the total amount of \$699 for all services, costs and expenses (with exception of court filing fee), to be paid as follows:

\$699 to be paid in full prior to preparation of paperwork.

The filing fee cost of \$395 (\$410 if in Riverside or Orange County) will be paid prior to the filing of the paperwork.

## III. CANCELLATION

You may cancel this contract for any reason within 24 hours after we both have signed it.

If you cancel the contract, Harris Family Law Group must immediately refund any fees which you have paid to them. The only fees that they may keep are fees for services which have been actually, necessarily and reasonably performed on your behalf during the 24-hour period. They cannot keep any fees for services performed during the 24-hour period unless you knew that I would perform those services and you agreed in this contract that I would perform them.

To cancel this contract, send a written notice stating that you are canceling the contract. You can email the notice at [jeffrey@harrisfamilylawgroup.com](mailto:jeffrey@harrisfamilylawgroup.com). Cancellation takes effect on the date of the email.

You may also cancel this contract at any time if I:



- Fail to give you a copy of this contract before providing any services to you, or
- Fail to specify in the contract the services which I will perform and the costs of those services, or
- Fail to give you a copy of the contract in English and in any other language that you understand and that was principally used in any oral sales presentation or negotiation leading to execution of the contract. If you cancel this contract for any of these reasons, My Divorce Mediator must immediately refund in full any fees which you have paid to them.

You may also cancel this contract at any time if you have legal cause.

#### IV. ATTORNEY'S FEES AND COSTS

In the event of suit for damages arising from this contract or to enforce any of its provisions, the court may award the prevailing party his or her reasonable attorney's fees and costs.

#### V. DESCRIPTION OF THE PARTIES

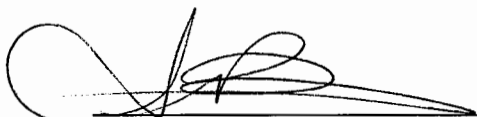
Company Name: My Divorce Mediator  
 Owner: Lisa Blum  
 Legal Document Assistant: Angelina Barredo  
 Telephone number: (626) 257-3481  
 Fax number (if any): (626) 382-5595  
 Registration number: LDA-206  
 Date of expiration: 2/11/14  
 Bond number: 70457479

#### Client

Name of client: \_\_\_\_\_ (print name)  
 Street address: \_\_\_\_\_ (print address)  
 City, State, ZIP: \_\_\_\_\_ (print address)  
 Telephone number: \_\_\_\_\_ (print phone number)  
 Title or brief description of the legal matter in which the client is representing himself or herself: Uncontested Divorce

#### VI. SIGNATURES

  
 \_\_\_\_\_  
 Lisa Blum  
 Owner of My Divorce Mediator

  
 \_\_\_\_\_  
 Angelina Barredo –  
 Legal Document Assistant for My  
 Divorce Mediator