

****All ORDERS are required to be proved up.**** Orders may be proved up by uncontested docket or prove up affidavit.

**246th Family District Court
Harris County, Texas**

Required Orders and Forms for Entry of Final Decree/Orders

A. Divorce - NoChildren:

- Decree signed by all parties
- BVS Form
- Waiver of Service

B. Divorce-WithChildren:

- Decree signed by all parties
- WageWithholding Order
- MedicalSupportOrder
- BVS (Completed)
- Record of Support Order Form
- Parenting class certificates
- Information required by TFC 105.006

C. SAPCR / MODIFICATIONS:

- Final order signed by all parties
- WageWithholding Order
- MedicalSupportOrder
- BVS
- Record of Support Order Form
- Parenting class certificates

D. Name change

Adult:

- Order
- Criminal record (CHFF)

Child:

- Order signed by both parents or waiver
- Child's consent to name change (10+)
- Birth certificate

DEFAULTS: You are required to submit the following, in addition to the items listed above, as applicable:

- Citation executed and on file for at least 10 days
- Court Reporter Information Form
- Certificate of Last Known Address
- Servicemember Relief Act Affidavit **with** SCRA record search
- Sworn Inventory

I _____ hereby certify that the above listed documents are being submitted to the Court for consideration in Cause No. _____.

Date: _____

Signature: _____

Attorney / ProSe