

Method for Filing a Divorce in BELL County – Step 1

1. File the Petition
 - a. Sign the *1-Original Petition for Divorce* (does not need to be notarized). If applicable, sign the *2-Affidavit of Inability to Pay Court Costs* in front of a notary public;
 - b. Make two copies of the *1-Original Petition for Divorce*. You will need the original and two copies to file the petition;
 - c. Gather the three copies of the petition and the original copy of the *2-Affidavit of Inability to Pay Court Costs* (if applicable);
 - d. Either:
 - i. **TAKE** the documents to the BELL County District Court Clerk’s Office, located at 1201 Huey Road, Belton, Texas 76513.
 1. When you enter the courthouse, ask the security guard where to go to file a divorce. He will direct you to the right clerk.
 2. Tell the clerk that you need both file-stamped copies returned to you because you will personally deliver a copy to your spouse.
 3. Be prepared to write a check for approximately \$300 at the time you file (if you do not qualify to file an *Affidavit of Inability to Pay Court Costs*).

OR

- ii. **MAIL** the documents to the court at the same address. A cover sheet has been provided for you as document: *3-Letter to Clerk – Transmitting Pleading*. Make sure you include a self-addressed stamped envelope that is big enough and includes enough postage to return the two copies back to you.
 1. Call the clerk at 254-933-5197 to determine the current filing fee that you need to include (if you do not qualify to file an *Affidavit of Inability to Pay Court Costs*).

OR

- iii. **SEND THE SIGNED DOCUMENTS TO ME** and I will file them for you. Please send me the original and two copies of the signed petition as well as check for the filing fee or the notarized Affidavit, whichever the case may be. You can find the amount to pay as a filing fee by calling the court clerk’s office; its number is listed above.

I am here to assist you along the way. Email or call if you have any questions.

Thanks,

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