

Convert Decree of Legal Separation to Final Divorce Order

If it has been at least 6 months since the Decree of Legal Separation was signed, either party may ask the Court to convert the Decree of Legal Separation to a Decree of Dissolution. Advance notice to the other party is required.

Forms may be downloaded for free at www.courts.wa.gov/forms or you may purchase them at the Clerk's Office

Step 1: Fill out this form and make copies

Completed	Form Name	Form #	Notes
	Motion to Convert Legal Separation Order to Final Divorce Order	FL Divorce 251	

Step 2: Copies needed

- Original set to file with the Clerk
- 1 copy for your records
- 1 copy to give to the other party

Step 3: Set a hearing date and serve the other party

The other party must be given notice at least 14 days before the hearing date. To set a court date, you will need to fill out and file this form with the clerk's office.

Completed	Form Name	Form #	Notes
	Notice of Hearing	FL All Family 185	Set on a Friday Finalization docket

Step 4: File your original forms with the clerk's office

Step 5: Provide notice to the other party

You can give to the other party or have someone else do it for you. The other party needs to be given a copy of your Motion to Convert AND the Notice of Hearing for the court hearing. These can be given to them personally at least 14 days before the court date or mailed to them at least 17 days before the court date. Once notice has been given, fill out and file this form with the clerk's office: make a copy for your records

Completed	Form Name	Form #	Notes
	Proof of Mailing or Hand Delivery	FL All Family 112	You need this to prove the other party was given notice of the hearing to convert decree

IF both parties agree, both can sign the motion to Convert Legal Separation Order to Final Divorce Order (FL Divorce 251) and Order Converting Legal Separation Order to Final Divorce Order (FL Divorce 253) and the request can be submitted ex parte.

You will need to have the other party sign the Order Converting Legal Separation Order to Final Divorce Order form. At the bottom of the form they will check the boxes that say "is an agreement of the parties" and "may be signed by the court without notice to me." They need to sign the form.

Ex-Parte Docket

Take your original forms to the clerk's office BEFORE 11:00 a.m. on the day you want them signed.

Return to court at 1:00 p.m. that same day. Check the elevator to find out where the Ex Parte docket is being held. Wait in the lobby outside the courtroom or go into the courtroom and wait for the judge/commissioner. You must be present if the judge/commissioner has any questions.

After the court has signed your order you will be instructed to go to the Clerk's Office and wait for the front counter to call your name.

Step 6: Fill out this form and take to your hearing

Completed	Form Name	Form #	Notes
	Order Converting Legal Separation Order to Final Divorce Order (Dissolution Decree)	FL Divorce 253	

Step 7: Go to your court hearing

Take all of your documents with you to court. These include the original Order Converting Legal Separation Order to Final Divorce Order, copies of Motion for Convert Legal Separation Order to Final Divorce, Notice of Hearing and Proof of Mailing or Hand Delivery

These instructions are legal information, not legal advice.

All of the above mentioned forms can be found on the Washington State Court website:

www.courts.wa.gov/forms.