



Judicial Department
Diocesan Tribunal

Diocese of Brownsville

Catholic Pastoral Center

Checklist Before Filing for Invalidity of Marriage

- **Civil Divorce must be final. The Petitioner must have a certified or original Divorce Decree. If no divorce decree is presented, the pastor/canonical advocate cannot accept to begin the invalidity/annulment process.**
- **An address for the Respondent must be provided. Without the Respondent's address, the petition cannot be processed.** Both the Petitioner and the Respondent must live within the same Conference of Bishops (Canon 1673).
- **The Petitioner must bring to the pastor/canonical advocate upon the initial meeting, the following required documentary evidence: (Photocopies not acceptable)**
 - ✓ Certificate of Baptism for the Petitioner and the Respondent if baptized Catholic/Christian, issued within the past six months or Certificate of entry into the Catholic Church by Profession of Faith. If the Petitioner cannot provide the Respondent's Baptismal Certificate, the pastor/canonical advocate may request it from the church of baptism, or the pastor/canonical advocate may request a copy of the marriage file from the church of marriage.
 - ✓ Certificate of Marriage from the church where the marriage took place.
 - ✓ Original or certified copy of the marriage license.
 - ✓ Original or certified copy of the divorce decree.
- **Three witnesses are required to participate in the invalidity/annulment process.** The Petitioner must have the names, addresses, and phone numbers of all the witnesses, for the initial meeting with the pastor/canonical advocate. **Witnesses can be anyone who is knowledgeable of the marriage in question except the Petitioner/Respondents' children.**
- Petitioner must understand and accept the total cost of the marriage invalidity/nullity process of \$500.00. Cost includes:
 - \$100.00 Initial Filing Fee (non-refundable)
 - \$300.00 Invalidity/Annulment Processing Fee
 - \$100.00 Appellate Court Fee

Note: However, if the Petitioner does not have the means to cover the cost of the marriage invalidity, the Diocesan Tribunal will be happy to work with him/her to cover the partial cost. If the partial cost cannot be met, the Diocesan Tribunal may waive the total cost. Regardless, all applications will be processed.

- After the application has been submitted online by the pastor /canonical advocate, all the required documentary evidence and the Petitioner's filing fee of \$100.00 (non-refundable), must be submitted by the parish to the Diocesan Tribunal.
- A **TENTATIVE DATE CANNOT** be set for a wedding/convalidation for any of the parties, until the invalidity/nullity process has been finalized.

Revised 11-5-09

700 N. Virgen De San Juan Blvd. * San Juan, Texas 78589 * (956) 784-5070 * Fax (956) 784-5087
P.O.Box 2279 * Brownsville, Texas 78522-2279 * (956) 542-2501 * Fax (956) 542-6751