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.