

UNCONTESTED DIVORCE | WORKSHEET 3 OF 3

Desk Divorce Document QA Sheet

A line-by-line quality check for names, dates, exhibits, support evidence and proposed judgment terms.

BEST USED
WHEN

Use this immediately before filing or re-filing a desk-divorce package.

ALBERTA LEGAL CHECKPOINT

Uncontested describes the filing process, not the importance of the result. Alberta's desk-divorce materials assume parenting and support are settled, do not deal with property division and require the Court's current package checklist. A clean divorce judgment should match the filed evidence and any existing agreements or orders.

Primary source: [Alberta Court of King's Bench: Divorce forms and instructions](#)

PREPARED FOR

DATE

1 Complete what you know

2 Mark gaps and assumptions

3 Attach supporting records

THE PRACTICE LENS

Desk-divorce problems are often consistency problems rather than dramatic legal disputes. We read the package as one record-claim, service, affidavit, agreements, child-support evidence and proposed judgment-so a small mismatch does not trigger a return or create an inaccurate order.

A CONCRETE EXAMPLE

A middle name appears only on the marriage certificate, the separation date differs between two forms and the proposed judgment paraphrases a support clause. Each item may look minor in isolation; together they can prevent the court from confidently granting the requested order.

Consistency check

Tick completed items. Circle anything that needs a document, follow-up or legal advice.

- ☐ Names are identical across the marriage certificate, claim, affidavit and judgment or any difference is explained.
- ☐ Marriage, separation, service and affidavit dates are consistent.
- ☐ Court file number, judicial centre and party roles are correct on every document.
- ☐ Requested relief matches the claim and the proposed judgment.
- ☐ Every referenced exhibit is attached, legible and properly marked.

Evidence check

Tick completed items. Circle anything that needs a document, follow-up or legal advice.

- ☐ The affidavit establishes the divorce ground with facts rather than conclusions.
- ☐ Service or joint participation is properly documented.
- ☐ The response period has expired where applicable.
- ☐ Information about children and child support is current and complete.
- ☐ Any required agreement or order is attached and accurately described.

Final package log

Use one row per issue and identify the source for every important number or date.

Document	Signed/date	Exhibits	Final check
Claim or joint pleading			
Service evidence			
Divorce affidavit			
Support information			
Draft judgment			
Marriage certificate			
Other required form			

BRING THIS TO YOUR CONSULTATION

You do not need every blank filled. Mark the three items that matter most, attach the records you relied on and use this handoff to identify the next decision.

STATUS	☐ Ready to discuss ☐ Missing records ☐ Deadline or urgent issue
NEXT REAL DEADLINE	
RECORD OR ANSWER STILL NEEDED	
DECISION I NEED HELP WITH	

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