

# Instructions for Vacating a Separation Judgment

This packet is for parties who have already obtained a judgment of separation. This packet will only work for parties who have agreed that the separation judgment should no longer be in effect (vacated). If you and your spouse/partner aren't in agreement, or if you have questions regarding the legal effect of the separation judgment, you should talk to a lawyer.

## **STEP 1**

Fill out the *Supplemental Judgment Vacating Judgment of Separation*. Use black ink and print or type when you fill out your forms. Fill out the form completely except the judge's date and signature lines. The case heading (names and case number) will stay the same as it was on the Separation Judgment. Have your spouse/partner sign his/her name.

## **STEP 2**

You may contact the Family Court Assistance Office to review your document by calling 541-682-4302 or emailing [LANFamilycourt@ojd.state.or.us](mailto:LANFamilycourt@ojd.state.or.us).

## **STEP 3**

Make two copies of the form (one for you and one for your spouse/partner).

## **STEP 4**

You must present the document to a judge. Lane County Supplementary Local Rule (SLR) 2.501 sets forth the procedure for presenting Ex Parte Orders and Judgments to a judge for signature. Review [SLR 2.501](#) or contact the Family Court Assistance Office for current information about the process for presenting the forms to a judge and filing with the Court. You may submit a copy of your documents when you submit the originals. Once the court signs your documents, the clerk will conform your copies.

The judgment will be considered vacated on the date it was signed by a judge.

