Instructions for: COMPLETING THE MICHIGAN RECORD OF DIVORCE OR ANNULMENT

In Michigan, it is the responsibility of the plaintiff or their attorney to prepare a divorce or annulment record. The initial preparation of a divorce or annulment record, as specified in statute, is to occur during the preparation of the original filing.

- Use only the current form. Form DCH-0838 with a revision date after 02/2026
- Use of cover-up solution or crossing out of information should be avoided.
- Complete all items as accurately as possible.

Information on Plaintiff/Defendant (Items 1-12)

If information is not known, enter unknown.

- Full Name - Avoid the use of nicknames or alias names.
- Check the box for the sex of Plaintiff/Defendant as male, female or other.
- Enter the full date of birth. If unknown, enter partial date.
- Enter the last name prior to first marriage, if different, is to be entered for this item.
- Record the place of residence at time of filing.
- Enter the State or Country of birth, if not USA.
- Record the total number of times married.

Information on the Marriage (Items 13-16)

- Enter city, county, and state/country (if not USA) where the marriage was performed.
- Enter the month, day, and year this marriage occurred.
- For the “Date Couple Resided in Same Household” field, enter the date that the couple last lived together. If only an approximate date is available, enter the approximate date. If not separated at the time of filing, check the box labeled "Not Separated".
- Enter the total number of minor children in the household. Include all children including stepchildren or unrelated children. If no minor children, check ‘None.’

Information on the Plaintiff’s Attorney (Items 17-18)

- Enter the name and bar number of the attorney representing the plaintiff. If no plaintiff attorney, enter “**Pro Per”**.
- Enter the business address of the listed attorney.

Information on the Decree (Items 19-23)

Following the final judgment, the **court clerk** completes the facts relative to the final judgment

- Type of judgment, specify if divorce or annulment.
- Physical custody of minor children awarded.
- Date the judgment recorded by the court.
- Date divorce granted (date judge signed).
- Signature and full title of official certifying this report, with signature date.