

Name \_\_\_\_\_  
(Defendant's name, address, and telephone number)

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Date \_\_\_\_\_

Defendant, *Pro Se*

Superior Court of New Jersey

\_\_\_\_\_ County Family Part  
(County where complaint is filed)

\_\_\_\_\_  
(Fill in address from Appendix A)

\_\_\_\_\_, New Jersey \_\_\_\_\_  
(City) (Zip code)

ATTENTION: FILING CLERK

RE: \_\_\_\_\_ Docket No. FM \_\_\_\_\_  
(Caption/title of case) (Docket number of complaint)

Dear Madam/Sir:

Enclosed please find the following documents related to the above divorce matter:  
(Place a check next to items enclosed)

- \_\_\_ 1. Answer and counterclaim for divorce/dissolution and attached certification of verification and non-collusion.
- \_\_\_ 2. Certification of insurance.
- \_\_\_ 3. Certification of notification of complementary dispute resolution.
- \_\_\_ 4. Request for waiver of fees and supporting certification.
- \_\_\_ 5. Form of order permitting waiver of fees.
- \_\_\_ 6. Check or money order for filing fee. (If fees are not waived)
- \_\_\_ 7. Family case information statement.
- \_\_\_ 8. Confidential litigant information sheet.
- \_\_\_ 9. Check or money order for Parents' Education Program fee. (If you have children)

Kindly file the enclosed documents, retain the originals, and return two copies of each document marked "filed" in the enclosed stamped, self-addressed envelope.

Very truly yours,

\_\_\_\_\_  
(Your signature)

Copy with enclosures sent to \_\_\_\_\_  
(Name of plaintiff or plaintiff's attorney)