Office of Canonical Affairs and the Tribunal
Diocese of Arlington
200 North Glebe Road, Suite 524
Arlington, VA 22203-3728
703-841-2555

FACT SHEET FOR INTRODUCTION OF A FORMAL CASE

Procedure: Please complete the entire page and submit it with the preliminary application, petition, narrative essay and supporting documents. (*Type or* ***print legibly*** *in black ink only*.)

A. ADVOCATE/INTERVIEWER

Parish: _____ Advocate/Interviewer: _____

B. PARTIES TO THE MARRIAGE

Petitioner: ☐ Mr. ☐ Mrs. ☐ Ms. ☐ Miss ☐ Dr.
Current Legal Name: _____ Maiden Name: _____

Respondent: ☐ Mr. ☐ Mrs. ☐ Ms. ☐ Miss ☐ Dr.
Current Legal Name: _____ Maiden Name: _____

C. BAPTISMAL STATUS OF THE PARTIES

Petitioner: ☐ Baptized Catholic ☐ Baptized Orthodox ☐ Baptized Protestant,
☐ Unbaptized ☐ Unknown Denomination _____
Date of Baptism: _____
Name of Church: _____ Diocese: _____
Address: _____
Date received into the Catholic Church (*if applicable*): _____
Name of Church: _____

Respondent: ☐ Baptized Catholic ☐ Baptized Orthodox ☐ Baptized Protestant,
☐ Unbaptized ☐ Unknown Denomination _____
Date of Baptism: _____
Name of Church: _____ Diocese: _____
Address: _____
Date received into the Catholic Church (*if applicable*): _____
Name of Church: _____

D. MARRIAGE

Date of Ceremony: Civil _____ Catholic _____ Name of Officiant: _____
Name of Church/Hall: _____ Diocese: _____
Address: _____

E. DIVORCE (refer to information on the Final Decree of Divorce)

Date of Separation: _____
Date of Final Decree: _____
Place of Court: (County, State) _____ (Country) _____