

# ARCHDIOCESE OF OMAHA TRIBUNAL & CHANCERY CHECKLIST

- Please make out any checks as payable to the Archdiocese of Omaha.
- Please note that dispensations and delegation are required for the validity of the Sacrament of Marriage.

<p style="text-align: center;"><b><u>Standard Marriage File</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Baptismal records</li> <li><input type="checkbox"/> Copy of marriage license</li> <li><input type="checkbox"/> Freedom to Marry forms</li> <li><input type="checkbox"/> FOCCUS Certificate</li> <li><input type="checkbox"/> Educational Component Certificate/Confirm. Email</li> <li><input type="checkbox"/> Prenuptial questionnaire</li> <li><input type="checkbox"/> Brief letter from priest/deacon preparing couple about their preparation</li> <li><input type="checkbox"/> Delegation, if needed</li> <li><input type="checkbox"/> Permission, if needed, from the legitimate pastor of the parties to marry outside of their parish</li> </ul> <hr/> <p style="text-align: center;"><b><u>Dispensations</u></b></p> <p><b>Disparity of Cult (Simple or <i>Ad cautelam</i>, or Permission for Mixed Marriage)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Petition</li> <li><input type="checkbox"/> <i>Cautiones</i> signed by Catholic party</li> <li><input type="checkbox"/> \$10</li> </ul> <p><b>Dispensation from Canonical Form</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Petition</li> <li><input type="checkbox"/> Signed <i>cautiones</i></li> <li><input type="checkbox"/> \$10</li> </ul>	<p style="text-align: center;"><b><u>Declarations of Nullity</u></b></p> <p><b>Defect of Form</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Baptismal certificate of Catholic party</li> <li><input type="checkbox"/> Copy of marriage license (not keepsake)</li> <li><input type="checkbox"/> Divorce decree</li> <li><input type="checkbox"/> Petition</li> <li><input type="checkbox"/> Names of two witnesses or two witness affidavits</li> </ul> <p><b><i>Ligamen</i> (Prior Bond)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Petition</li> <li><input type="checkbox"/> Copies of marriage licenses (not keepsakes) of prior and contested bonds</li> <li><input type="checkbox"/> Divorce decrees of prior and contested bonds</li> <li><input type="checkbox"/> Baptismal certificate(s)</li> </ul> <p><b>Ordinary or Shorter Process Cases</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Baptismal certificate(s)</li> <li><input type="checkbox"/> Copy of marriage license (not keepsake)</li> <li><input type="checkbox"/> Divorce decree (At least six months old for Shorter Process)</li> <li><input type="checkbox"/> Petition (Must include: date, signature, address of Respondent, and specific grounds. For the Shorter Process, the petition must name immediately available evidence and the consent of the Respondent to the process must be able to be obtained.)</li> </ul>
<p style="text-align: center;"><b><u>Permissions</u></b></p> <p><b>Permission to Witness Marriage in a Non-Catholic Church</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Petition</li> <li><input type="checkbox"/> Signed <i>cautiones</i></li> <li><input type="checkbox"/> \$10</li> </ul> <p><b>Permission for Marriage of those Under Eighteen Years of Age</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Petition</li> <li><input type="checkbox"/> Letter from priest</li> <li><input type="checkbox"/> Permission from parents or legal guardians</li> </ul> <p><b>Brother-Sister Relationship</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Petition to the archbishop</li> <li><input type="checkbox"/> Oaths of parties</li> <li><input type="checkbox"/> Letter of recommendation from priest submitting</li> </ul>	<p style="text-align: center;"><b><u>Dissolutions of Marriage</u></b></p> <p><b><i>Ratum et non Consummatum</i></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Marriage license (not keepsake)</li> <li><input type="checkbox"/> Divorce decree</li> <li><input type="checkbox"/> Witness contact information</li> <li><input type="checkbox"/> Petition</li> </ul> <p><b>Favor of Faith (Pauline or Petrine)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Petition with witness contact information and priest's signature</li> <li><input type="checkbox"/> Interrogatory with priest's signature</li> <li><input type="checkbox"/> Marriage license (not keepsake)</li> <li><input type="checkbox"/> Divorce decree</li> <li><input type="checkbox"/> Baptismal certificate(s)</li> </ul> <hr/> <p style="text-align: center;"><b><u>Marriages Taking Place Outside of USA</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Entire original and complete marriage file, <b>at least one month</b> before the wedding</li> <li><input type="checkbox"/> Name of the diocese of wedding</li> <li><input type="checkbox"/> \$50 (If fee is over \$75, the chancery will request the difference.)</li> </ul>