



Diocese  
of Toledo

Received \_\_\_\_\_

Prot. N. \_\_\_\_\_  
*For office use only*

## PETITION CHECKLIST: PAULINE PRIVILEGE

*Please make sure that all of the materials required to process your cause are properly submitted together. Please print single-sided. Use this checklist to make sure you have included everything.*

### Documents and Papers Requiring Signature(s)

**Completed Petition, including:**

- Fact Sheets
- Witness Form
- Statement of Understanding
- Appointment of Case Sponsor Form (if working with a Sponsor)

### Required Civil and Ecclesiastical (Church) Documents

**For the Petitioner:**

- If baptized, a recent (last 6 months) baptismal certificate with all notations.
- If you desire to be baptized Catholic, a signed letter from a Catholic pastor affirming your intention of being baptized.

**For the Other Party (Former Spouse):**

- If baptized, a recent (last 6 months) baptismal certificate with all notations.

**For the Marriage to be Dissolved:**

- Civil Application for Marriage License* (ask specifically for this exact form from the county where you obtained your marriage license) with attached *Certificate of Marriage*.
- Civil Divorce/Dissolution Decree (which must include the official stamp showing the filing date) and complete Separation Agreement.
- Legal change of name if not documented in the civil termination papers.

**For the Intended Spouse:**

- If baptized, a recent (last 6 months) baptismal certificate with all notations.
- If previously married, a certified civil marriage license, complete divorce decree, Catholic declaration of nullity, and/or death certificate for each marriage as applicable.

**No petition will be accepted until all required signatures and/or documents and forms have been submitted to the Tribunal. Return this checklist with your application. Be sure to duplicate any document you may be submitting for any other former marriage.**

## FACTS OF THE MARRIAGE TO BE DISSOLVED

PETITIONER	OTHER PARTY
<b>Full name</b>	
<b>(Maiden name)</b>	
<b>Street address*</b>	
<b>City, state, zip</b>	
<input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work <input type="checkbox"/> Other	<input type="checkbox"/> Home <input type="checkbox"/> Cell <input type="checkbox"/> Work <input type="checkbox"/> Other
<b>Telephone/cell phone</b>	
<b>Email address</b>	
<b>Birth date</b>	
<b>Age when married</b>	
<b>Religion when married</b>	
<b>Religion of baptism</b>	
<b>Date of baptism</b>	
<b>Parish of baptism</b>	
<b>Address of church</b>	
<b>City, state, zip</b>	
<b>Current religion</b>	
<b>Parish now attending</b>	
<b>Name of mother</b>	
<b>Her current address</b>	
<b>City, state, zip</b>	
<b>Name of father</b>	
<b>His current address</b>	
<b>City, state, zip</b>	

\* This is absolutely required. If you truly have no idea where the Other Party lives, please fill out page 10 of this application to outline the steps you have taken to find him or her.

## THE RELATIONSHIP

**Estimated date courtship began:**

**Length of courtship:**

**Date of engagement:**

**Length of engagement:**

**Date of marriage:**

**Length of marriage:**

**Church or place of marriage:**

**Address of church or place of marriage:**

**Name of minister/officiant of marriage:**

**Denomination (if applicable):**

**City, state, county of marriage license:**

***Application for Marriage License file no.:***

If the ceremony was not performed in a Catholic rite, was it ever “blessed” or “validated” by the Catholic Church?  No  Yes, at \_\_\_\_\_ Church.

Who obtained the civil  divorce  dissolution?  Me  Respondent  Both/Joint

**Date of separation:**

**Date of civil divorce/dissolution  
*from file stamp on the decree:***

**File number of divorce/dissolution decree:**

**County and state of divorce/dissolution:**

## CHILDREN OF THIS MARRIAGE

<b>Full name:</b> <input type="text"/>	<b>Date of birth:</b> <input type="text"/>
<b>Full name:</b> <input type="text"/>	<b>Date of birth:</b> <input type="text"/>
<b>Full name:</b> <input type="text"/>	<b>Date of birth:</b> <input type="text"/>
<b>Full name:</b> <input type="text"/>	<b>Date of birth:</b> <input type="text"/>
<b>Full name:</b> <input type="text"/>	<b>Date of birth:</b> <input type="text"/>

*(Include any adopted children of this marriage. Attach additional sheets as needed)*

Who was awarded principal custody?  Me  Respondent  Other

Who has primary custody now?  Me  Respondent  The children are now adults

Has child support assessed by the Court been fully met?  Yes  No (explain):

## OTHER MARRIAGES

*Please indicate any other marriages contracted by either party, whether before or after the marriage in question. This does not include any current relationship which you may wish to maintain (see page 6). If more space is needed, please include those marriages and all below information on a separate sheet.*

PETITIONER'S  RESPONDENT'S

<b>Spouse full name:</b> <input type="text"/>	<b>Date and place of marriage:</b> <input type="text"/>
<b>Religion/denomination of spouse:</b> <input type="text"/>	<b>Baptism date (if applicable):</b> <input type="text"/>

Was this marriage ever convalidated/sanated ("blessed") in the Catholic Church?  Yes  
 No

Check all that apply:

- If Catholic decree of nullity, diocese and prot. #: \_\_\_\_\_
- If former spouse is deceased, date of death: \_\_\_\_\_
- If civil divorce, date and place: \_\_\_\_\_

Very briefly, what made this marriage fail?

PETITIONER'S  RESPONDENT'S

Spouse full name:

Date and place of marriage:

Religion/denomination of spouse:

Baptism date (if applicable):

Was this marriage ever convalidated/sanated ("blessed") in the Catholic Church?  Yes  
 No

Check all that apply:

- If Catholic decree of nullity, diocese and prot. #: \_\_\_\_\_
- If former spouse is deceased, date of death: \_\_\_\_\_
- If civil divorce, date and place: \_\_\_\_\_

Very briefly, what made this marriage fail?

PETITIONER'S  RESPONDENT'S

Spouse full name:

Date and place of marriage:

Religion/denomination of spouse:

Baptism date (if applicable):

Was this marriage ever convalidated/sanated ("blessed") in the Catholic Church?  Yes  
 No

Check all that apply:

- If Catholic decree of nullity, diocese and prot. #: \_\_\_\_\_
- If former spouse is deceased, date of death: \_\_\_\_\_
- If civil divorce, date and place: \_\_\_\_\_

Very briefly, what made this marriage fail?

## INFORMATION REGARDING THE PETITIONER'S INTENDED SPOUSE

*The dissolution of the marriage by means of the Pauline Privilege only occurs with the celebration of the new marriage. Thus, it is necessary to determine the expected benefit for the faith of the Catholic party in whose respect the favor is actually being granted, which requires that the intended spouse be questioned during the instruction of the cause.*

<b>Full name:</b> <input style="width: 95%; height: 20px;" type="text"/>	<b>Maiden name (if applicable):</b> <input style="width: 95%; height: 20px;" type="text"/>
<b>Street address:</b> <input style="width: 95%; height: 20px;" type="text"/>	<b>City, state, zip:</b> <input style="width: 95%; height: 20px;" type="text"/>
<b>Email:</b> <input style="width: 95%; height: 20px;" type="text"/>	<b>Telephone:</b> <input style="width: 95%; height: 20px;" type="text"/>
<b>Date of birth:</b> <input style="width: 95%; height: 20px;" type="text"/>	<b>City, state of birth:</b> <input style="width: 95%; height: 20px;" type="text"/>

----- **Has this person ever been baptized?**  Yes  No -----  
*If yes, please provide all of the following information:*

<b>Date of baptism:</b> <input style="width: 95%; height: 20px;" type="text"/>	<b>Religion of baptism:</b> <input style="width: 95%; height: 20px;" type="text"/>
<b>Address of church:</b> <input style="width: 95%; height: 20px;" type="text"/>	<b>Current religion:</b> <input style="width: 95%; height: 20px;" type="text"/>

----- **Has this person ever been married previously?**  Yes  No -----  
*If yes, please provide all of the following information:*

<b>Spouse full name:</b> <input style="width: 95%; height: 20px;" type="text"/>	<b>Date and place of marriage:</b> <input style="width: 95%; height: 20px;" type="text"/>
<b>Religion/denomination of spouse:</b> <input style="width: 95%; height: 20px;" type="text"/>	<b>Baptism date (if applicable):</b> <input style="width: 95%; height: 20px;" type="text"/>

**Was this marriage ever convalidated/sanated ("blessed") in the Catholic Church?**  Yes  No

**Check all that apply:**

- If Catholic decree of nullity, diocese and prot. #: \_\_\_\_\_
- If former spouse is deceased, date of death: \_\_\_\_\_
- If civil divorce, date and place: \_\_\_\_\_

*Attach additional sheets as needed. If applicable, please enclose a certified civil marriage license, death certificate, divorce decree, and Catholic declaration of nullity for any former spouses.*

## PETITIONER'S WITNESSES

*In order to demonstrate that your marriage fulfills those conditions required for use of the Pauline Privilege, you must provide witnesses who can attest to the stated facts. You should contact these witnesses in advance to ensure that they are willing to testify and to inform them that the local Ordinary's delegate(s) will be contacting them. The pace of the process is often connected to the responses of the witnesses.*

### CHARACTER WITNESS 1

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, state, zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Title:  Mr.  Ms.  Mrs.  Other:

*Witnesses are needed to testify to the honesty, integrity, and reliability of the Petitioner.*

### CHARACTER WITNESS 2

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, state, zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Title:  Mr.  Ms.  Mrs.  Other:

### MARRIAGE WITNESS 1

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, state, zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Title:  Mr.  Ms.  Mrs.  Other:

*Witnesses are needed who have firsthand knowledge of the reasons for the failure of the marriage and can testify to those facts.*

### MARRIAGE WITNESS 2

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, state, zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Title:  Mr.  Ms.  Mrs.  Other:

### NON-BAPTISM WITNESS 1

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, state, zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Title:  Mr.  Ms.  Mrs.  Other:

*Typically, the best witnesses for non-baptism of the parties will be that person's own parents. Otherwise, it is necessary to obtain the testimony those who have known the party his/her entire life and were old enough during that party's infancy to know whether he/she was ever baptized.*

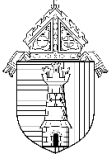
### NON-BAPTISM WITNESS 2

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, state, zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Relationship: \_\_\_\_\_  
Title:  Mr.  Ms.  Mrs.  Other:

**I certify that I have personally contacted each of the above named witnesses and have obtained their agreement to assist in arguing my case. Each of them expects to be contacted and has agreed to respond promptly.**

\_\_\_\_\_  
**Signature of Petitioner**

\_\_\_\_\_  
**Date**



**Toledo Diocesan Tribunal**

www.toledodiocese.org  
1933 Spielbusch Avenue  
Toledo, OH 43604  
Ph. 419.244.6711

**STATEMENT OF  
UNDERSTANDING:  
PAULINE PRIVILEGE**

*Please sign and date the statement below:*

I request the permission of the local Ordinary for the dissolution of the aforementioned non-sacramental marriage by means of the Pauline Privilege.

I understand that rescript authorizing the use of the Pauline Privilege is a favor granted by the local Ordinary and is in no way a right which is owed to me or to anyone else. As such, I request that the local Ordinary and his delegate(s) assist in the instruction of the cause.

I attest that there is no possibility of restoring the partnership of the conjugal life of the marriage I am requesting to be dissolved. Furthermore, I attest that I was not the exclusive or prevailing culpable cause of the breakup of the conjugal common life, nor did my intended spouse by his/her own fault provoke the separation of spouses.

I recognize that the materials gathered for the instruction of this process are open to the local Ordinary and his delegate(s), to other experts if necessary, and to the officers named by the local Ordinary or his delegate.

I understand that no guarantee can be made as to the outcome of the request, that no definite time frame for a completion date can be established, and that no date for a new marriage can be set by a parish priest or deacon unless the rescript is granted.

**I swear before God and my conscience that all the information given in this petition is true to the best of my knowledge and memory.**

\_\_\_\_\_  
**Petitioner's Printed Name**

\_\_\_\_\_  
**Signature of Petitioner**

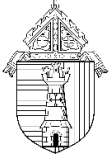
\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Case Sponsor's Printed Name**

\_\_\_\_\_  
**Signature of Case Sponsor**

\_\_\_\_\_  
**Date**





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**DONATION FORM:  
PAULINE PRIVILEGE**

Remember: sparse sowing, sparse reaping; sow bountifully, and you will reap bountifully. Each person should give as he has decided for himself; there should be no reluctance, no sense of compulsion; God loves a cheerful giver. And it is in God’s power to provide you richly with every good gift; thus you will have ample means in yourselves to meet each and every situation.

II Cor. 9, 6-8

The Diocesan Tribunal is a ministry of the diocesan church and, like any other ministry, requires trained people who do the work, offices where the work can be done, paperwork, utilities, and insurance. Given the costs incurred for staff salaries, insurance, office expenses, and the like, it costs the Diocese of Toledo an average of \$800 to investigate a marriage. As a matter of justice, some tribunals pass on a portion of those expenses to the parties who request their services. If the expenses are not borne by the parties, they are borne by the Church, which ultimately means the other people in the pews.

Thanks to the generous support of the People of God, the Annual Catholic Appeal (ACA) funds the work of the Toledo Diocesan Tribunal; therefore, we are currently able to charge nothing for this process. However, should you wish to offer a donation to help defray this cost and to support the ministry of the Tribunal, your gift would be greatly appreciated. **Please note that the local Ordinary, his delegate, and any instructors do not interact with money, and donations have absolutely no effect on the final decision.**

**Total amount Petitioner wishes to offer**                      \$ \_\_\_\_\_

*Checks should be made out to “Diocese of Toledo.”*

\_\_\_\_\_  
**Petitioner’s Printed Name**

\_\_\_\_\_  
**Signature of Petitioner**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Case Sponsor’s Printed Name**

\_\_\_\_\_  
**Signature of Case Sponsor**

\_\_\_\_\_  
**Date**

**SUBSTANTIATION OF RESPONDENT WHEREABOUTS UNKNOWN**

A dissolution of marriage affects two people: you and your divorced spouse (the Other Party). Both of you ought to be actively involved to assure a just decision. If you truly do not know the whereabouts of the Other Party, please indicate the steps you have taken to attempt to find that person.

*Please attach documentation for each action taken, e.g., a print out from an internet search (such as [www.whitepages.com](http://www.whitepages.com)) and copy any discussions with the Other Party's relatives, friends, co-workers, etc.*

*Please be diligent in your attempts to locate the Other Party, mindful that if you do not sufficiently document those attempts, the Tribunal staff will do an independent search. If any monetary expenses are incurred as a result of such searches by the Tribunal staff, the cost will be billed to you.*

<b>Date:</b>	<b>Action Taken:</b>
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**Result:**

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<b>Date:</b>	<b>Action Taken:</b>
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**Result:**

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<b>Date:</b>	<b>Action Taken:</b>
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**Result:**

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<b>Date:</b>	<b>Action Taken:</b>
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**Result:**

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\_\_\_\_\_  
**Signature of Petitioner**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature of Case Sponsor**

\_\_\_\_\_  
**Date**

## APPOINTMENT OF CASE SPONSOR

*During the marriage nullity or dissolution process, you may have a special need for pastoral care, guidance, and support from a priest, deacon, or trained layperson. Because of the confidentiality of these processes, these persons are not notified of their parishioners' cases or given copies of the procedural documents in those cases (aside from the final decree that indicates a freedom to marry for the baptismal registers) without the party's consent. This can limit their ability to anticipate or respond to your pastoral needs. You can authorize the sharing of this information by naming a priest, deacon, or trained layperson as your case sponsor. Appointing a case sponsor is optional, and you can do so at any stage of the process. To appoint a sponsor, fill out this form, sign it along with the sponsor, and present it to the tribunal.*

**After verifying your prospective sponsor's willingness, please fill out, sign, and date the following statement. Once both you and the sponsor have signed this document, please send it to the tribunal.**

<b>For the party in the case:</b>	I appoint _____ as my case sponsor, and I authorize him/her to:
	<ul style="list-style-type: none"><li>• Receive periodic updates about the progress of my case.</li><li>• Receive copies of the decrees and other procedural documents issued in my case.</li><li>• Receive copies of the closing arguments and responses in my case (<i>judicial processes only</i>).</li><li>• Receive a copy of the definitive sentence issued in the case.</li></ul>
	I understand that the purpose of releasing this information is to assist my case sponsor in giving pastoral care and support.
	I recognize that my case sponsor is not my canonical advocate or procurator, that I cannot look to him/her for expert canonical advice, that he/she does not represent me before the tribunal, and that he/she cannot sign or compose documents on my behalf.
	I acknowledge that, even though my sponsor will receive this information, it does not make him/her responsible for informing me of the procedural steps to be taken or deadlines to be met, which remain my sole responsibility.
.....	.....
Signature of Party	Date

<b>For the case sponsor:</b>	I agree to serve as case sponsor to the party who has nominated me.
	I acknowledge that the purpose for which I am receiving this information is to assist me in giving pastoral care and support.
	I promise that I will treat this information confidentially and that I will not share or discuss it with anyone other than the party.
	I recognize that I am not the party's canonical advocate or procurator, and that any advice or guidance that I give must respect the limits of my role and competence.
	.....
Signature of Case Sponsor	Date

**PLEASE NOTE that a case sponsor is not the same as a canonical advocate or procurator.** A case sponsor provides you with pastoral, moral, and spiritual support and guidance, while a canonical advocate is an expert in canon law who, by your mandate, advises you and argues on your behalf before the tribunal in a judicial process. The two roles are distinct and complementary. You should not expect your case sponsor to be an expert in canon law or to give you any kind of canonical advice for your case, nor can your case sponsor place any actions in your name. By the same token, an advocate is not in a position to give you pastoral or moral support. Every party has the right to choose to appoint a canonical advocate in a judicial process, either alongside a case sponsor or not. Contact the tribunal for more information on canonical advocates.