

INSTRUCTIONS FOR AFFIDAVITS ****Please read carefully****

1. Your Affidavit will generally be a 3 to 5 page statement regarding the marriage/relationship/issues/events and what led to the filing of the action. You will need to provide your draft statement to our office, **ten (10) days prior** to the hearing date in Word, Google docs (or some other editable format), by e-mail to clients@gamachelawfirm.com. Once your affidavit is formatted, you will need to stop by our office to sign and have it notarized.
 - a) Clients may also provide documents to support statements made in their affidavit (i.e. photos, texts, e-mails, school records, phone records, medical records, etc.) These will be labeled as “Verified Attachments” and do not count toward the 8-page limit. It is always better to provide as much proof as possible to verify what you are saying in your affidavit is true and correct. Supporting attachments should also be e-mailed or dropped off at our office within **ten (10) days prior** to your hearing.
2. You are encouraged to obtain statements from friends and/or family members that have information that would be helpful to your case.
 - a) If these statements are coming from out-of-state, they must be typed and prepared in a manner for the Court to read (no profanity or obscenities).
 - b) Our office will need to receive these statements no later than **ten (10) days prior** to the hearing date so we can format and give further instructions on having them notarized.
3. There is an **eight (8) page** limit for affidavits, so supporting affidavits from family/friends should be limited to one or two pages each.

Please note that testimony will not be heard at your Temporary Hearing and the Judge will render their decision based on the information you provide in your Affidavit. **Your Affidavit is essentially your story that you are telling the Judge and why the Judge should grant your requests. Your Affidavit is the most important document that you will provide during your case.**