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INSTRUCTIONS FOR AFFIDAVITS

This letter is information regarding the instructions for the completion of affidavits that are required by the Family Courts in South Carolina in order to proceed with a Temporary Hearing.

The client must provide a three to five page written statement regarding the marriage/relationship and what lead up to the filing of the action.

The client must obtain statements from friends and family members that have “hands on” information regarding the case that would help the client’s position. These statements must be typed and prepared in a manner for the Court to read and contain no profanity or obscenities. All of the affidavits must be notarized, and if they are out of state, they must be notarized with a raised seal. **DO NOT HAVE ANY MEMBER OF YOUR FAMILY NOTARIZE AFFIDAVITS.**

All affidavits must be in Times New Roman font, size 12. There MUST be 1.5 spacing between lines. Margins must be 1.5 inches on the LEFT, and 1 inch on the TOP, BOTTOM, and RIGHT side.

ALL affidavits must be notarized with the following statement made by the notary:

SWORN TO and Subscribed before me this

_____ day of _____, 20_____

_____ (Signature of Notary)

Notary Public for _____ (State)

My Commission expires: _____

***If this information is not on the notarized statement, the Court will not accept the statement and it will not be used.**

If the client has statements that need to be typed, these statements can be brought to our office and we will prepare the statements for the client to sign and notarize.

ALL STATEMENTS MUST BE COMPLETED, SIGNED AND NOTARIZED AT LEAST 10 DAYS BEFORE THE HEARING DATE TO ALLOW ALL STATEMENTS TO BE FILED WITH THE COURT IN THE TIMELEY MANNER AS REQUIRED.

Client’s Signature

Date