

## **PLEASE RETAIN THIS SHEET FOR YOUR INFORMATION**

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### **A. Important information for US citizens regarding civil divorce:**

You have to apply for civil divorce:

1. If your marriage took place in any country abroad (like Pakistan, Bangladesh), in accordance to law of the country.
  2. If your marriage took place in the USA and registered in a civil registry.
  3. Civil divorce is not required if your marriage took place in the US but was never registered in a civil registry.
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### **B. DMV Ulama Council procedure for KHULA / Marriage Dissolution (When Wife is the Petitioner)**

1. All new and prospective applicants must attach the main reasons for seeking a Khula / Marriage Dissolution, on a separate sheet, with their application form.
2. Your application will be registered with the relevant details. It is imperative that you provide a contact address for the husband, email and cell phone number.
3. DMV Ulama Council will issue the first letter/email to the husband, informing him that his wife has approached the DMV Ulama Council for Khula / Marriage Dissolution. The applicant will receive a copy with a reference number for future correspondences. If the husband fails to reply within the allocated period, DMV ULAMA COUNCIL will issue a second letter which will be followed by a third letter if no reply was received within the allocated time. The allocated period for husbands residing in the USA is one month otherwise two months for those residing abroad. (If the wife has obtained the Civil Divorce, evidence has to be provided that the husband did not defend it. In this case, the issuance of one letter may be enough provided that the address is verified).
4. If the husband failed to respond to the third letter, DMV ULAMA COUNCIL will request the applicant to verify the respondent's address. However, if the husband responded at any point, a joint meeting between both parties and the DMV ULAMA COUNCIL representative is an integral part of the proceedings to carry out fair and just meditation. Failure to attend this meeting by the applicant may delay the case or result in its closure.
5. The above procedure is subject to the nature of the contact details of the husband.
6. Once DMV ULAMA COUNCIL has received verification of the husband's address, it will issue an interview request and send a letter to the wife and the husband (provided he is legally able to do so) to see one of the DMV ULAMA COUNCIL representative in their area (if applicable). The representative will produce a report accordingly.
7. If the husband does not attend the interview in given time, DMV ULAMA COUNCIL will issue a final notice and copy of 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> letters will be sent to him via recorded delivery.
8. A request is sent to the wife asking her confirmation to take the file to the final meeting.

9. Once the case goes to the final meeting, if any conditional decision of dissolution is made, then the divorce certificate is issued subject to compliance of these conditions. If the wife breaches any conditions which she agreed to, DMV ULAMA COUNCIL may revoke the divorce certificate.

*\*For Civil divorce, a lawyer must be consulted as this is an Islamic Divorce. DMV ULAMA COUNCIL does not deal with legal matters.*

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### **C. Payment Details**

In order to register with DMV ULAMA COUNCIL, please fill in the enclosed application form and return it to us with your payment.

The total fee for this service is \$700 USD OR you can pay in the following installments.

- a) **\$300** fee with your application form covering registration charges.
- b) **\$400** final payment, before the issuance of divorce certificate.

**Check and postal order to be made payable to DMV ULAMA COUNCIL.**

**Please note registration fees are not refundable.**

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### **D. Definition of Separation**

Separation is counted from the day when matrimonial relationships were halted completely i.e. There was no on and off contact that took place.