

**DISPOSITION SHEET INSTRUCTIONS**  
**STATE OF ARKANSAS**  
**CIRCUIT COURT: DOMESTIC RELATIONS**

The domestic relations disposition form shall be completed and submitted by the attorney filing the initial pleading or other appropriate official as designated by the trial court. This form shall be filed with the court clerk.

- On the first line, include the case ID and the case styling.
- Select the trial type. Select bench trial if evidence was introduced, even if a judgment was not reached. Non-trial types include any type of disposition that does not involve a bench trial. Examples include dismissals, default judgments, and settlements.
- Enter the disposition date. The disposition date is the date the order is filed.
- Answer whether an interpreter was used for the case and, if so, for whom and what language.
- Answer whether any party was self-represented for any portion of the case.
- Choose the appropriate manner of disposition.
- If this case resulted in an annulment, divorce, or separate maintenance, indicate:
  - the date of the marriage (Vital Records will not accept the record if the month, day, or year of the marriage is missing),
  - the number of affected children,
  - whether the action was contested, and
  - what the grounds for the divorce or annulment were (check only one).
- Public Law 104-193 requires collection of certain information in cases where custody decisions are made or support is ordered. Answer the questions regarding custody, child support, and whether there was an order of protection. List all individuals protected under an order of protection. Primary custody refers to any parent with more than 50% custody.
- Complete the confidential information sheet if there are affected children and the confidential information sheet has not been submitted previously on this case or if any information has changed.