



## Rule 17.100—Form 116: *General Answer to a Petition*

**Respondent** must file an Answer within **20 days** after receiving the Petition and Original Notice, or the court may enter a judgment against Respondent giving Petitioner what he or she asked for in the Petition.

If the Petition you received is on form 101, use form 115 for your Answer.

Read the [Guide to Representing Yourself in an Iowa Divorce Case](#) on the Iowa Judicial Branch website before using this form.

*If you include protected information on this form, fill out or update the Protected Information Disclosure (form 111).*

***If you do not understand how to use this form, or if you should use this form, talk to an attorney.***

**In the Iowa District Court for \_\_\_\_\_ County**

*County where Petition is filed*

**Upon the Petition of**

**Petitioner** *Your spouse's full name: first, middle, last*

and concerning

**Respondent** *Your full name: first, middle, last*

Case no. \_\_\_\_\_

### **General Answer to a Petition**

If you need assistance to participate in court due to a disability, call the disability coordinator (information at [www.iowacourts.gov/for-the-public/ada](http://www.iowacourts.gov/for-the-public/ada)). Persons who are hearing or speech impaired may call Relay Iowa TTY (1-800-735-2942).

**Disability coordinators cannot provide legal advice.**

#### **1. Respondent's Answer** *You are Respondent.*

**A. Respondent admits that the following paragraphs in the Petition are true:**

*List the numbers of the paragraphs in the Petition that you think are true. If you decide later that the paragraphs you list here are not true, it may be too late to change your answer.*

---

---

**B. Respondent denies that the following paragraphs in the Petition are true:**

*List the numbers of the paragraphs in the Petition that you think are false.*

---

---

**C. Respondent does not know whether the following paragraphs in the Petition are true:**

*List the numbers of the paragraphs in the Petition that you are not sure about. If you cannot say a paragraph or a part of a paragraph is true or not true, it may be because you do not know something, such as a date, place, or when something happened.*

---

---

***Continued on next page***

**D. Protective or no contact orders**

*Check one*

- (1) ☐ There is neither a “protective order” nor a “no contact order” between Respondent (you) and Petitioner (your spouse).
- (2) ☐ There is a “protective order” or “no contact order” between Respondent and Petitioner.

*If you check (2), fill in the following information:*

a. County and state where the order came from: \_\_\_\_\_  
County State

b. Court case number: \_\_\_\_\_

**E.** Respondent denies anything in the Petition that is not admitted in this Answer.

**F.** Other information:

---

---

---

---

**2. Respondent’s request** *If you do not know what you want, talk to an attorney.*

Respondent asks the court to: *Write here what you would like the court to do. For example, tell the court if you want a divorce. Be brief. Do not write long descriptions.*

---

---

---

---

---

---

***Continued on next page***

### 3. Attorney help

Check one

A. ☐ An attorney did not help me prepare or fill in this form.

B. ☐ An attorney helped me prepare or fill in this form.

If you check B, you must fill in the following information:

\_\_\_\_\_  
Name of attorney or organization, if any

\_\_\_\_\_  
Attorney's P.I.N. # – Ask the attorney

\_\_\_\_\_  
Business address of attorney or organization

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
ZIP code

(\_\_\_\_\_) \_\_\_\_\_  
Attorney's phone number

(\_\_\_\_\_) \_\_\_\_\_  
Attorney's fax number – optional

\_\_\_\_\_  
Attorney's email address

### 4. Service instructions

If Respondent is submitting this form in paper to the clerk of court for filing:

Check one

A. ☐ Respondent will accept service of documents at the attorney's address listed above; or

B. ☐ Respondent will accept service of documents in this case at the mailing address below.

### 5. Certification of service by mailing or delivery

Section 5 to be completed **only** if submitting a **paper form** to the clerk of court for filing or if the other party is **excused** from electronic filing. This document will automatically be served on registered parties.

I, \_\_\_\_\_, certify that on \_\_\_\_\_, 20\_\_\_\_  
Print your name Month Day Year

I mailed or gave a copy of this Answer to the other party or the other party's attorney at this address:

\_\_\_\_\_  
Name of person to whom I delivered or mailed it

\_\_\_\_\_  
Party's or attorney's mailing address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
ZIP code

### 6. Oath and signature

I, \_\_\_\_\_, have read this Answer, and I certify under penalty  
Print your name  
of perjury and pursuant to the laws of the State of Iowa that the information I have provided  
in this Answer is true and correct.

\_\_\_\_\_, 20\_\_\_\_  
Signed on: Month Day Year Your signature\*

\_\_\_\_\_  
Mailing address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
ZIP code

(\_\_\_\_\_) \_\_\_\_\_  
Phone number

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Additional email address, if applicable

\* This form may be signed either by using a digitized signature, see instructions  
at [www.iowacourts.gov/for-the-public/court-forms/](http://www.iowacourts.gov/for-the-public/court-forms/), or by printing and hand signing.

**Important Instructions for filing this form on next page.**

## **Do not file these instructions**

### **Instructions for Filing an Answer to a Petition for Dissolution of Marriage**

**You must file your court documents electronically**, unless you get permission from the court to submit your documents in paper to the clerk of court for filing. Contact the clerk of court in your county if you are unable to file electronically. The electronic filing system is also known as EDMS.

#### **Electronic filing**

- To file court documents, you must register with the court's electronic filing system (EDMS). *See* Iowa Court Rule 16.302. For help with registration, see the [eFiler's User Guide](#) on the Iowa Judicial Branch website.
- Log in to EDMS on the Iowa Judicial Branch website and file your Answer. The login page can be accessed from two different paths: you may [directly log in to EDMS](#); or from the judicial branch website menu, you may select "eFiling > eFile (EDMS) Login."
- For help, see [Filing in an existing case](#).
- You will receive a notice of electronic filing when the clerk of court has approved the eFiling of your Answer and other documents. You can then open the Answer and print a copy for your records.
- If there was a problem with your filing, EDMS will send you a Retraction Notice. You can then log in to My Filings, correct the error, and resubmit your Answer. For help, *see* [Resubmitting a returned filing](#).
- The notice of electronic filing will indicate if your spouse is excused from electronic filing requirements, in which case, you must mail or serve in paper a copy of the document on your spouse if he or she does not have an attorney.

#### **Exceptions to electronic filing requirement**

If you do not have attorney representation, the court or clerk of court may authorize a filer to submit a paper court document for filing to the clerk of court on a one-time basis. Iowa Court Rule 16.302(2). An unrepresented Defendant who is not yet a registered filer may make an initial filing, such as an Answer, by submitting a paper document to the clerk of court for filing. Only for good cause may the court excuse an unrepresented party from electronic filing for the entire case. Lack of regular access to the internet may be good cause to be excused from electronic filing. *See* Iowa Court Rule 16.302(2)(c).

#### **Submitting a paper document for filing**

- Make two photocopies of the original document.
- Take your original Answer form and the photocopies to the clerk of court's office in the county where the Petition was filed. The county is listed at the top of the Petition (form 101).
- The clerk will time-stamp your forms and copies.
- The clerk will take the original and give the copies back to you.
- Keep one of the copies for your records.
- Serve one of the copies of your Answer on your spouse (Petitioner).
- To serve the Answer you can hand one of the copies to your spouse, **or** mail a copy to your spouse at the address shown on the Petition.