

CLIENT INFORMATION

Date: \_\_\_\_\_

Your Name: \_\_\_\_\_

Any other names you have used including maiden or prior married: \_\_\_\_\_

Address: \_\_\_\_\_

Contact information: Home phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Work phone: \_\_\_\_\_ ext: \_\_\_\_\_

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

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Gross monthly income: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Social Security number: \_\_\_\_\_

Spouse's name: \_\_\_\_\_

Any other names used by spouse: \_\_\_\_\_

Address: \_\_\_\_\_

Contact information: Home phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Work phone: \_\_\_\_\_ ext: \_\_\_\_\_

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

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Gross monthly income: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Social Security number: \_\_\_\_\_

Date of marriage: \_\_\_\_\_ Date of Separation: \_\_\_\_\_

Do you have minor children? \_\_\_\_\_ If so complete below.

Child's name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Place of Birth: \_\_\_\_\_ Social Security number: \_\_\_\_\_

Child's name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Place of Birth: \_\_\_\_\_ Social Security number: \_\_\_\_\_

Child's name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Place of Birth: \_\_\_\_\_ Social Security number: \_\_\_\_\_

Child's name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Place of Birth: \_\_\_\_\_ Social Security number: \_\_\_\_\_

The court requires that you provide them with the address that the minor child(ren) has resided in for the last five years. Please provide the current and all prior addresses for the last five years.

Current address: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ whom they live with: \_\_\_\_\_

Prior address: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ whom they lived with: \_\_\_\_\_

Prior Address: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ whom they lived with: \_\_\_\_\_

Prior Address: \_\_\_\_\_

From: \_\_\_\_\_ to \_\_\_\_\_ whom they lived with: \_\_\_\_\_

Do you have any previous court cases with this child, spouse or former spouse? \_\_\_\_\_ If so please provide Court and case number and current status of that case.

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How did you hear about us?

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The court requires that you tell them what type of order you want for physical custody. Who will the child or children live with? \_\_\_\_\_

Who will have visits? \_\_\_\_\_ Do you have an agreement with the other party as to how those visits will take place? \_\_\_\_\_ What about holidays? \_\_\_\_\_

If you have no agreement the court may require that the parties attend mediation to settle those issues before the court will make orders for child visitation. If you have no visitation schedule you can check the website of the superior court of the county you reside in for a sample of a schedule.

Please provide the visitation schedule you have agreed to:

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You also have to tell the court what type of Legal custody you are requesting. Legal custody basically states that the parents have the legal right to health, welfare and religious decisions regarding the child or children of the marriage. These include the right to school information and medical information. If you require additional information regarding this issue we may require you to seek legal advice or you can obtain the information from the superior court website for the county that you reside in.

Legal Custody: Joint \_\_\_\_\_ Sole to Petitioner \_\_\_\_\_ Sole to Respondent \_\_\_\_\_

Do you have agreement with the other party regarding Legal custody? \_\_\_\_\_

Do you have agreement regarding child support? \_\_\_\_\_ Amount: \_\_\_\_\_

How is it to be paid? \_\_\_\_\_

Example: ½ on the 1<sup>st</sup> and ½ on the 15<sup>th</sup> of each month, or on the 1<sup>st</sup> etc. Child support is payable until the child turns 18 and is no longer a high school student or reaches the age of 19 years old.

What is the commencement date? \_\_\_\_\_

Who will provide medical insurance? \_\_\_\_\_ Who will pay any non-covered medical expenses? \_\_\_\_\_

Child support is based on three factors, your gross monthly income, the gross monthly income of the other party and the percentage of time the other party spends with the child or children. The court uses a program that calculates that amount. However, the parties can agree on any amount that they choose to use as long as it is agreeable with both parties the court will agree with it. If the parties are not agreeable then a court hearing will be required so that the court can obtain the information to calculate the child support numbers.

Is either party seeking spousal support? \_\_\_\_\_

Spousal support is based on length of time of the marriage and the ability of the other party to pay. Because we are only a document preparation service we are unable to provide you with the information regarding spousal support. If you are seeking spousal support and you do not have an agreement with the other party you will need to seek legal advice as to your rights regarding spousal support. The court will require a hearing to determine the information necessary to make an order for spousal support.

Do you have an agreement on the amount and duration?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have community property? \_\_\_\_\_

Community property includes anything that the two of you have acquired since the date of marriage and includes everything from vehicles, residence, furniture and furnishings, bank accounts, retirements, pensions, 401(k)'s, life insurance, stocks, etc. It is very important to make sure that all the property is listed to protect both parties. If you do not have an agreement a court hearing will be required so that the court can make an order dividing the community property pursuant to the family code.

Please list all community property and how it is to be divided, all vehicles should include year, make and model and license number, pension/retirement/401(k) should include who is the member:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

