



DIVORCE INTAKE SHEET

Date: _____

(Confidential)

CLIENT INFORMATION;

Full Name: _____ Maiden Name: _____

Address: _____ Apt Nbr: _____

City: _____ State: _____ ZIP: _____

DOB: _____ Social Security Number _____

Place of Birth: _____

Employer: _____ Address: _____

City: _____ State: _____ ZIP: _____

How long employed: _____

Gross Monthly Pay: _____ Paid: Weekly Bi-Weekly Monthly

Date and City of Marriage: _____

Date and Place of Separation: _____

OPPOSING PARTY INFORMATION:

Full Name: _____ Maiden Name: _____

Address: _____ Apt Nbr: _____

City: _____ State: _____ ZIP: _____

DOB: _____ Social Security Number _____

Place of Birth: _____

Employer: _____ Address: _____

City: _____ State: _____ ZIP: _____

How long employed: _____

Gross Monthly Pay: _____ Paid: Weekly Bi-Weekly Monthly

CHILDREN:

Where do the children currently reside? _____

With whom? _____

1. Full name: _____

Date of Birth _____ Sex: M or F

Place of Birth: _____

2. Full name: _____

Date of Birth _____ Sex: M or F

Place of Birth: _____

3. Full name: _____

Date of Birth _____ Sex: M or F

Place of Birth: _____

4. Full name: _____

Date of Birth _____ Sex: M or F

Place of Birth: _____

5. Full name: _____

Date of Birth _____ Sex: M or F

Place of Birth: _____

Who presently provides health insurance for the children? Client or Spouse

Monthly cost for children's health insurance premium: _____

PROPERTY OF PARTIES:

VEHICLES:

Yours: _____

	Year	Make	Model	Amount of Payment
Yours: _____	Year	Make	Model	Amount of Payment

Is your property already divided by agreement:	Yes	No
Are you buying, or do you own a home?	Yes	No
Does either party have retirement/stock benefits?	Yes	No

NAME CHANGE REQUEST:

Are you requesting the court to change your name?	Yes	No
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New Full Name Requested: _____

OTHER INFORMATION:

Does your case involve allegations of:	Physical Violence	_____
	Criminal Record	_____
	Alcohol or drug abuse	_____
	Adultery	_____
	Child abuse/neglect	_____
	Financial problems	_____
	Stalking/cyberstalking	_____

If physical violence, has a protective order been issued?	Yes	No
If yes, please give details: _____		

Have you ever been charged with a crime, besides traffic tickets?	Yes	No
If yes, please give details: _____		

Has your spouse ever been charged with a crime, besides traffic tickets?	Yes	No
If yes, please give details: _____		

Have you been previously involved with any family law proceeding in the past?
If yes, please give details: _____

Please circle any of the following things which you, your spouse or anyone associated with this case may have been the subject of: (circle any applicable)

- | | |
|-------------------------------|-----------------------------------|
| Protective Order | Termination of Parental Rights |
| Restraining Order | Prenuptial Agreement |
| Mental Health Treatment | Property settlement |
| Substance Abuse Treatment | Personal Injury Lawsuit |
| Questionable Paternity Status | SNAP, WIC, AFDC or other Benefits |

ADDITIONAL INFORMATION:

Is there anything else you feel is important for us to know about your case? If so, please explain: _____

The following documents will may be necessary to evaluate and prosecute your case. Gathering them now will save time and effort later:

- Federal and state income tax returns for both you and your spouse for the past 3 years, including W-2 and 1099 forms
- Pay stubs for both you and your spouse for the past 3 months
- Statements for any retirement accounts, including 401(k) and IRA accounts
- Copies of the titles to any cars, trucks or boat owned jointly
- Titles to your home and any other real estate owned.
- Mortgage statement showing the amount of monthly payment and balance owed