

1 | DOMESTIC CLIENT QUESTIONNAIRE

DATE: _____

CLIENT INFORMATION

Client Name: _____

Client Address: _____

Client DOB: _____

Address since? _____

With whom do you live? _____

Client Contact Information:

Home: _____

Cell: _____

Business: _____

Fax: _____

Email: _____

Emergency Contact: _____

May we leave a message at the above numbers? If no, please indicate _____

Place of Employment/Job Title: _____

How long have you been employed there? _____

Date of Marriage: _____

Place of Marriage: _____

Date of Separation: _____

OPPOSING PARTY INFORMATION

Opposing Party Name: _____

Opposing Party Address: _____

Opposing Party DOB: _____

With whom does opposing party live? _____

Is the opposing party represented by an attorney? _____ If yes, who? _____

Have you received any paperwork from the opposing party or his/her attorney? _____
If yes, please explain: _____

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Opposing Party Place of Employment/Job Title: _____

How long has he/she been employed there? _____

MINOR CHILDREN

<u>NAME</u>	<u>DATE OF BIRTH</u>	<u>SOCIAL SECURITY NUMBER</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please provide the following information regarding the children's addresses and corresponding dates for the past five (5) years:

<u>ADDRESS</u>	<u>WITH WHOM LIVED</u> (Mother, Father, 3 rd party)	<u>DATES OF RESIDENCE</u> (i.e. Aug. 2006 – Nov. 2007)

If children are involved, have you been receiving/paying (CIRCLE ONE) any child support?

If so, how much per month? _____ By Agreement or Order? _____

HOW DID YOU HEAR ABOUT US? _____

I. BACKGROUND INFORMATION

Education:

Client Health:

Opposing Party Health:

II. SEPARATION

Circumstances leading to separation:

III. CUSTODY & CHILD SUPPORT

Names and Ages of Children of Marriage _____

Client's Ideal Custody Situation:

History of Parental Involvement:

Wife:

Husband:

Parental fitness issues (drugs, alcohol, domestic violence, etc.)

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CHILD SUPPORT:

Husband's Income (including bonuses, etc.) _____

Wife's Income (including bonuses, etc.) _____

Cost of Health Insurance for Children _____ paid by _____

Cost of work-related childcare _____ paid by _____

Extraordinary expenses _____

Obligation for children from previous relationship _____

Explanation of CS guidelines or "off Guidelines" Y/N CS Worksheet provided? Y/N

Other notes on Child Support:

IV. DOMESTIC VIOLENCE

Is there a history of domestic violence between the parties? _____

Dates and details of incidents of domestic violence:

Was client advised to seek DVPO (and gathering pictures, tape recordings for same)?

Was client advised about DV resources (Interact, etc.)

Other notes of DV history:

V. SPOUSAL SUPPORT

Employment History:

Husband:

Wife:

Is one party a supporting spouse? _____ Is one party a dependent spouse? _____

Allegations of adultery/illicit sexual behavior?

NAME OF ALLEGED PARAMOUR (for conflict purposes) _____

Allegations of other marital misconduct?

Explanation of tax consequences of paying/receiving alimony/PSS (requirement to be paid pursuant to agreement/order to be deductible)

Explanation of Financial Affidavit; household expenses; how alimony is determined; no guidelines.

Other notes on spousal support:

VI. EQUITABLE DISTRIBUTION

Bank Accounts:

Bank	Title	Balance	Source of Funds
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Have Joint accounts been closed? _____

Could one spouse deplete a joint account?

Real Estate:

Address	Title	FMV	Mortgage Payoff	Loan Liability
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Is there a second mortgage/equity line associated with real property? _____

Cars/Boats/Transportation:

Description	Title	FMV	Loan Payoff	Loan Liability
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Other notes on transportation:

IRAs/401(k)/other investment/retirement accounts

Description	Title	Balance	Source of Funds	Mar/Sep?
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Is 401(k) encumbered by a loan? _____

Will either spouse receive a pension? _____

Other notes on retirement accounts:

Debt other than mortgage or cars (credit cards, unsecured loans, etc.)

Description	Title	Balance	Reason Incurred	Marital/Separate
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Other notes on debt:

Life Insurance – cash value and term

Owner of policy	Beneficiary	Death benefit	CV or Term	Premium cost
_____	_____	_____	_____	_____

VII. THIRD PARTY CLAIMS

Are there allegations of adultery by either spouse? Y/N
Explanation of alienation of affection and criminal conversation Y/N
Advised to make waiver part of Separation Agreement? Y/N