

# ***M. JUDITH BARNETT, P.A.***

## **Attorneys at Law**

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### **DIVORCE INTAKE SHEET**

**DATE:** \_\_\_\_\_

**PLAINTIFF:**

Name: \_\_\_\_\_ Race: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

County: \_\_\_\_\_

Telephone: HM ( )-\_\_\_\_\_ WK ( )-\_\_\_\_\_

Social Security No.: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Employer: \_\_\_\_\_ F/T or P/T

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

Salary: \$ \_\_\_\_\_

**DEFENDANT:**

Name: \_\_\_\_\_ Race: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Telephone: HM ( )-\_\_\_\_\_ WK ( )-\_\_\_\_\_

Social Security No.: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Employer: \_\_\_\_\_ F/T or P/T

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

Salary: \$ \_\_\_\_\_

**MARRIAGE INFORMATION:**

Date of Marriage: \_\_\_\_\_ City/County/State: \_\_\_\_\_  
Date of Separation: \_\_\_\_\_ City/County/State: \_\_\_\_\_

**GROUND FOR DIVORCE (Check all that apply):**

\_\_\_ No-Fault/Irreconcilable Differences \_\_\_ Adultery \_\_\_ Cruel/Inhuman Treatment  
\_\_\_ Drug Use \_\_\_ Other: \_\_\_\_\_

**CHILDREN:**

- 1. \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Social Security No. \_\_\_\_\_
- 2. \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Social Security No. \_\_\_\_\_
- 3. \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Social Security No. \_\_\_\_\_
- 4. \_\_\_\_\_ Date of Birth \_\_\_\_\_  
Social Security No. \_\_\_\_\_

Who currently has custody of the children? \_\_\_\_\_

Have the children been in the custody of any other person, other than the mother or father, since the children's birth? \_\_\_\_\_

If Yes, who has had custody of the children, and when? \_\_\_\_\_  
\_\_\_\_\_

List each and every residence for the children for the past five (5) years:

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

From: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

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

From: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

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

From: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

**CHILD CUSTODY INFORMATION:**

Are both parents fit and proper parents for custody purposes? \_\_\_\_ YES \_\_\_\_ NO

Who will have **Primary Physical** Custody of the Children? \_\_\_\_ WIFE \_\_\_\_ HUSBAND

**Legal** Child Custody shall be:

\_\_\_\_ WIFE Sole Custody \_\_\_\_ HUSBAND/WIFE Joint Cust. \_\_\_\_ HUSBAND Sole Cust.

Has there ever been any other litigation involving the custody of the child(ren)? \_\_\_\_\_

If "Yes", please explain in detail: \_\_\_\_\_

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**CHILD VISITATION INFORMATION:**

Does one parent currently live in another state? \_\_\_\_ Yes \_\_\_\_ No

Will Child Visitation need to be supervised? \_\_\_\_ Yes \_\_\_\_ No

Will Child Visitation be "Standard" (eg. Alternating Weekends & Holidays) \_\_\_\_ Yes \_\_\_\_ No

Please set forth any special visitation arrangements made between the parties: \_\_\_\_\_

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**CHILD SUPPORT:**

Monthly amount to be paid: \$ \_\_\_\_\_, by: \_\_\_\_\_ HUSBAND \_\_\_\_\_ WIFE

*Note: Child Support Award Guidelines are governed by statute. The following chart details the minimum percentage of award based on the party’s adjusted gross income:*

Number of Children Due Support	Percentage That Should Be Awarded
1	14%
2	20%
3	22%
4	24%
5 or more	26%

Is Defendant able to pay child support? \_\_\_\_\_ YES \_\_\_\_\_ NO

Please detail any special allegations regarding Defendant’s employment, earnings, assets, wealth, etc.: \_\_\_\_\_

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

**HEALTH INSURANCE FOR THE CHILDREN:**

Who Will Maintain a Policy of Health Insurance for the Child(ren)? \_\_\_\_\_

Who Will Pay Deductibles? \_\_\_\_\_ Husband \_\_\_\_\_ Wife \_\_\_\_\_ 50% Each

Who Will Pay Charges Not Covered By Insurance? \_\_\_\_\_ Husband \_\_\_\_\_ Wife \_\_\_\_\_ 50% Each

**LIFE INSURANCE:**

Who Will Maintain A Life Insurance Policy? \_\_\_\_\_ Husband \_\_\_\_\_ Wife \_\_\_\_\_ Both

How Much? \$ \_\_\_\_\_

Who Will Be The Trustee of Life Insurance Proceeds For The Children? \_\_\_\_\_

**COLLEGE COSTS:**

Who Will Pay College Costs? \_\_\_\_\_ Husband \_\_\_\_\_ Wife \_\_\_\_\_ 50% Each

**MARITAL RESIDENCE:**

Do the parties own a home together? \_\_\_\_\_ YES \_\_\_\_\_ NO

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

Who will retain possession of the marital residence? \_\_\_\_\_ Husband \_\_\_\_\_ Wife  
\_\_\_\_\_ Neither, since the home will be sold

Is the residence mortgaged? \_\_\_\_\_ YES \_\_\_\_\_ NO Bank Name \_\_\_\_\_

Do the parties own any other real estate or land? \_\_\_\_\_ YES \_\_\_\_\_ NO

Special Arrangements regarding marital residence and other real estate: \_\_\_\_\_

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

**VEHICLES, BOATS, RV'S, ETC.**

Wife Retains the Following Vehicles:

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_

Husband Retains the Following Vehicles:

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_

MAKE \_\_\_\_\_ MODEL \_\_\_\_\_ YEAR \_\_\_\_\_

**HOUSEHOLD GOODS, FURNISHINGS AND PERSONAL PROPERTY:**

Have all household goods, furnishings and personal property been divided between the parties? \_\_\_\_\_ YES \_\_\_\_\_ NO

If No, the please list items below:

Items to be retained by husband: \_\_\_\_\_

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

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Items to be retained by wife: \_\_\_\_\_

**DEBTS:**

Do the parties owe substantial debts? \_\_\_\_\_ YES \_\_\_\_\_ NO

Do the parties have any joint debts? \_\_\_\_\_ YES \_\_\_\_\_ NO

HUSBAND will be responsible for debt owed to the following:

CREDITOR: \_\_\_\_\_ BALANCE: \_\_\_\_\_

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CREDITOR: \_\_\_\_\_ BALANCE: \_\_\_\_\_

CREDITOR: \_\_\_\_\_ BALANCE: \_\_\_\_\_

CREDITOR: \_\_\_\_\_ BALANCE: \_\_\_\_\_

WIFE will be responsible for debt owed to the following:

CREDITOR: \_\_\_\_\_ BALANCE: \_\_\_\_\_

CREDITOR: \_\_\_\_\_ BALANCE: \_\_\_\_\_

CREDITOR: \_\_\_\_\_ BALANCE: \_\_\_\_\_

CREDITOR: \_\_\_\_\_ BALANCE: \_\_\_\_\_

CREDITOR: \_\_\_\_\_ BALANCE: \_\_\_\_\_

**TAXES:**

*(We advise you to seek advice from an accountant regarding the filing of taxes and the various benefits/detriments thereof)*

Taxes will be filed: \_\_\_\_\_ Married filing jointly          \_\_\_\_\_ Married filing separately

Dependents:

Husband will claim: \_\_\_\_\_

Wife will claim: \_\_\_\_\_

**RETIREMENT PROGRAMS:**

*(Under both federal and state law, a Qualified Domestic Relations Order (QDRO) must be put in place if divorcing spouses have an interest in any type of retirement or 401K program. A QDRO is in addition to and separate from the divorce decree or any other agreements entered into between the parties.)*

Are there any retirement plans, 401K programs, etc., in existence for either party?  
\_\_\_\_\_ YES    \_\_\_\_\_ NO

If yes, who is the holder thereof:    \_\_\_ Husband    \_\_\_ Wife

What type of retirement program(s):

Husband: \_\_\_\_\_

Wife: \_\_\_\_\_

Are you claiming an interest in your spouse's retirement funds? \_\_\_\_\_ YES    \_\_\_\_\_ NO

If yes, how much: \_\_\_\_\_

Is your spouse claiming an interest in your retirement funds? \_\_\_\_\_ YES    \_\_\_\_\_ NO

If yes, how much: \_\_\_\_\_

**RESTORATION OF MAIDEN NAME:**

Does the Wife wish to be restored to her maiden name? \_\_\_\_\_ YES    \_\_\_\_\_ NO

Maiden Name: \_\_\_\_\_

**TEMPORARY HEARING:**

Is an emergency temporary hearing needed? \_\_\_\_\_ YES \_\_\_\_\_ NO

If yes, what relief is requested? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OTHER SPECIAL INSTRUCTIONS:** \_\_\_\_\_

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

\_\_\_\_\_  
YOUR SIGNATURE

PLEASE NOTE - a No-fault Divorce must Remain on File with the Court for 60 Days Before the Judge Can Finalize It. However, YOUR DIVORCE WILL NOT AUTOMATICALLY BE FINAL ON THE 60<sup>TH</sup> DAY. In Most Courts, the Chancellors Set Aside Certain Days for These Types of Matters to Be Presented by the Attorneys, and the Attorneys must Appear on These Certain Days to Present the Final Orders. Do Not Schedule Marriages, Loan Closings, or Other Such Matters on the 60<sup>th</sup> Day.