

QUESTIONNAIRE

©Out-of-Court Solutions, Inc.
All Rights Reserved

DIVORCE

LEGAL SEPARATION

This sample only contains selected shortened sections of the comprehensive Questionnaire our clients receive such they can rest assured that everything has been covered.

CLIENT INFORMATION

Husband's Name: Click here to enter text.

Address: Click here to enter text.

City: Click here to enter text.

State: Click here to enter text. Zip: Click here to enter text.

County: Click here to enter text.

Home: Click here to enter text.

Cell: Click here to enter text.

Email Address: Click here to enter text.

Wife's Name: Click here to enter text.

Address: Click here to enter text.

City: Click here to enter text.

State: Click here to enter text. Zip: Click here to enter text.

County: Click here to enter text.

Home: Click here to enter text.

Cell: Click here to enter text.

Email Address: Click here to enter text.

Restore Wife's Maiden Name: Choose an item. If "Yes", full maiden name (First, Middle, Last):
Click here to enter text.

Date of Marriage: Click here to enter a date.

Location of Marriage (City & State): [Click here to enter text.](#)

Minor Child(ren): (i.e., 18 years or younger, or 18 and still in high school):

Name (First, Middle, Last)

[Click here to enter text.](#)

Gender

[Choose an item.](#)

Date of Birth

[Click here to enter a date.](#)

[Click here to enter text.](#)

[Choose an item.](#)

[Click here to enter a date.](#)

[Click here to enter text.](#)

[Choose an item.](#)

[Click here to enter a date.](#)

COMMUNITY PROPERTY

FURNITURE, FURNISHINGS, APPLIANCES & OTHER HOUSEHOLD PROPERTY

Choose one:

We did not acquire during our marriage nor do we presently own any community furniture, furnishings, or other household property,

OR,

We have already divided all of our household property and will each keep whatever is presently in his or her possession,

OR,

All of our household property will be divided by mutual agreement,

i: This option should only be chosen when you are sure that dividing your household property can be completed without conflict.

OR,

Please draft special provisions in our settlement agreement for the following items (for example, antiques, collections, tools, and equipment): [Click here to enter text.](#) ,

OR,

I/We have questions, need information, or we disagree about this, and want to talk with a Mediator.

BANK/CREDIT UNION/INVESTMENT ACCOUNTS

Choose one:

We did not acquire during our marriage nor do we presently own any bank or other accounts,

OR,

- I/We have questions, need information, or we disagree about this, and want to talk with a Mediator,

OR,

- We acquired during our marriage and presently have the following bank or other accounts:

Name of Financial Institution *Last 4 digits
of account #*

Click here to enter text. Click here to enter text.
The balance in this account will be Choose an item.

Click here to enter text. Click here to enter text.
The balance in this account will be Choose an item.

MOTOR VEHICLES

i: The equity (i.e., the difference between its blue book value and the balance due on any loan against it) in the vehicle(s) that will be owned after divorce by one spouse can be more than the other spouse. It is for this reason that many couples want to consult with a Mediator about evening out these values. Kelly Blue Book values are available at: www.kbb.com, and most people use the private party value.

Choose one:

- We did not presently own (or lease) any motor vehicles,

OR,

- I/We have questions, need information, or we disagree about this, and want to talk with a Mediator,

OR,

- We presently own (or lease) the following motor vehicles:

Make: Click here to enter text.

Year: Click here to enter text.

Model: Click here to enter text.

Loan or Lease Holder, if any: Click here to enter text.

Loan or Lease # (last four digits, only): Click here to enter text.

Signatory(s) on Loan or Lease: Choose an item.

Who will own after divorce: Choose an item.

LIFE INSURANCE

Choose one:

We did not acquire during our marriage nor do we presently own any life insurance policy(s) that have a cash surrender value,

OR,

I/We have questions, need information, or we disagree about this, and want to talk with a Mediator,

OR,

We acquired during our marriage and presently have the following life insurance policy(s) that have a cash surrender value:

Insurance Company: Click here to enter text.

Policy No.: Click here to enter text.

Cash Surrender Value: \$ Click here to enter text.

Who will own after divorce: Choose an item.

RETIREMENT ACCOUNTS

(IRA/401(k)/403(b) Pension Plan/Profit Sharing Plan)

i: Even though a retirement account is in the name of one spouse, any contributions made during the marriage are a community asset, which means that the other spouse has a 50% interest.

Choose one:

We did not acquire during our marriage nor do we presently own any retirement accounts,

OR,

We acquired during our marriage and presently have the following retirement accounts:

Type of account

Name of Financial Institution

Name on Account

Choose an item.

Click here to enter text.

Click here to enter text.

Choose an item.

Click here to enter text.

Click here to enter text.

REAL ESTATE

Choose one:

We did not acquire during our marriage nor do we presently own any real estate,

OR,

I/We have questions, need information, or we disagree about this, and want to talk with a Mediator,

OR,

We acquired during our marriage and presently own real property located at (street, city, state, zip code): [Click here to enter text.](#)

Title to this property is in the name of: [Choose an item.](#)

There is no mortgage and/or home equity line of credit against this property.

OR,

There is/are following mortgage and/or home equity line of credit against this property:

Name of Lender

[Click here to enter text.](#)

Last 4 digits of loan #

[Click here to enter text.](#)

Type

[Choose an item.](#)

Person(s) now obligated under the loan: [Choose an item.](#)

Person(s) who will be obligated under the loan after divorce: [Choose an item.](#)

COMMUNITY DEBTS

Choose one:

We did not incur any community debt(s) during the marriage,

OR,

I/We have questions, need information, or we disagree about this, and want to talk with a Mediator,

OR,

We did incur community debt(s) during our marriage and should divide the responsibility for the debt we presently have as follows:

CREDIT CARD DEBT

Visa, MasterCard, American Express, Discover

Name of Issuer

Click here to enter text.

Last 4 digits of Card #

Click here to enter text.

Type

Choose an item.

Who will remain obligated to pay: Choose an item.

Click here to enter text.

Click here to enter text.

Choose an item.

Who will remain obligated to pay: Choose an item.

INCOME TAXES

I/We have questions, need information, or we disagree about this, and want to talk with a Mediator,

For the year our divorce/legal separation is final, we will file Choose an item. federal and state income tax returns.

SPOUSAL MAINTENANCE

i: Unlike child support, there are no specific guidelines for spousal maintenance.

i: Arizona Revised Statute §25-319 pertains to spousal maintenance (also known as “alimony”), and can be reviewed by clicking here:

<http://www.azleg.gov/FormatDocument.asp?inDoc=/ars/25/00319.htm&Title=25&DocType=ARS>

Choose one:

Neither of us wants spousal maintenance, and we both waive it,

OR,

We agree that Choose an item. will pay Choose an item. spousal maintenance in the amount of \$Click here to enter text. each calendar month, starting on Click here to enter a date. and continuing thereafter on the same day of each calendar month until Click here to enter a date.,

Choose one:

This payment of spousal maintenance is subject to change (modifiable) based on a continuous and material unforeseen change in either of our circumstances,

OR,

- This payment of spousal maintenance cannot be changed (is not modifiable),

OR,

- I/We have questions, need information, or we disagree about this, and want to talk with a Mediator.

The remainder of this sample Questionnaire only applies to couples who have one or more minor child/ren.

CHILD SUPPORT

i: The rules and factors to be considered when determining child support are set forth in Arizona's Guidelines. For specific information about these Guidelines, click here:

<http://www.azcourts.gov/Portals/22/admorder/Orders10/2010-116.pdf>

i: To calculate Arizona's Guideline amount of child support, click here:

<http://www.azcourts.gov/familylaw/childsupportcalculator.aspx>

i: Because of the complexities involved in establishing a Guideline amount of child support, the frequency of misunderstandings and/or omissions, and the Court's requirement that parents submit a detailed Worksheet showing all of the factors involved in their calculation of the Guideline amount, many couples arrange for a teleconference to discuss this calculation with one of our Mediators.

Choose one:

- I/We have questions, need information, or we disagree about this, and want to talk with a Mediator,

OR,

- We are having trouble calculating the "Guideline" amount and want the Para-mediator to calculate it. (Please insert the amounts for all the applicable factors in the table on the next page),

OR,

- We have calculated Arizona's "Guideline" amount of child support based on the factors in the table on the next page, and have determined that this Guideline amount is: \$ Click here to enter text..

PARENTING PLAN INFORMATION

i: By law everything you decide about your child(ren) is always “modifiable”. This means that either parent can initiate a change (modification) whenever there is a continuous and material change of circumstances (for example, if a parent’s gross income increases or decreases by about 15% or more, when a child becomes a teenager, or if one parent intends to relocate with the child(ren) to another state).

LEGAL DECISION MAKING (FORMERLY KNOWN AS “CUSTODY”)

i: Legal decision making pertains to the making of “major life decisions” for the child(ren); for example, decisions about a child’s medical needs, education, and religion. It does not pertain to the amount of time a child will spend with each parent.

Choose one:

Joint,

OR,

Sole for Choose an item. ,

OR,

I/We have questions, need information, or we disagree about this, and want to talk with a Mediator.

MEDICAL, DENTAL, VISION INSURANCE FOR CHILD(REN)

Choose one:

After our divorce/legal separation is final and until changed by mutual agreement or further court order, Choose an item. will provide and pay for medical dental vision insurance coverage for our child(ren) at a total cost for the child(ren) alone of \$ enter text. per month,

OR,

Please draft the following special provisions for the payment of medical, dental, and vision insurance for our child(ren) as follows: Click here to enter text..

i: When medical, dental and/or vision insurance is provided through one spouse’s employment, the cost for a child or children can oftentimes be calculated by subtracting the employee rate from the family rate.

UNINSURED MEDICAL AND DENTAL EXPENSES

i: This information if required by the court. Uninsured medical and dental expenses include insurance deductibles, co-pays, and any other unreimbursed health-related expenses.

Choose one:

Husband will pay [Click here to enter text.](#) % and wife will pay [Click here to enter text.](#) % of any medical and dental expenses incurred for the child(ren) that are not covered by health insurance .

OR,

I/We have questions, need information, or we disagree about this, and want to talk with a Mediator.

DEPENDENT TAX EXEMPTION

i: Parents can allocate this exemption between themselves regardless of how much time each parent spends with their child(ren) during each year. For example, if there are two minor children, one parent can claim both of them or each parent could claim one child.

Choose one:

The parties will allocate this tax exemption for the child(ren) as follows: [Click here to enter text.](#) will take all of the exemption(s) for the child(ren) in all years,

OR,

We have one minor child and will alternate claiming the tax exemptions as followings: Choose an item. will I take the deduction for the child(ren) in even numbered years and Choose an item. will take the exemption for child(ren) in odd numbered years,

OR,

We have two or more minor child(ren) and will allocate the tax exemptions as followings:

HOLIDAYS AND VACATIONS SCHEDULE

i: The holiday and vacation schedule that you agree on supersedes (overrides) your weekend and weekday schedules. In other words, if there is a disagreement or conflict, the parent who is scheduled to be with the child(ren) on a holiday or vacation will have priority.

End of Sample