CHECKLIST FOR MANDATORY DISLCOSURE

Client: ______________________________________

Case No.: ______________________________________

		Attached	Does not Exist	Not in My Possession	In Possession of Spouse
1	Financial Affidavit - *Please check all that apply*				
2	All federal and state income tax returns, gift tax returns, and intangible personal property tax returns filed by the party or on the party's behalf for the past 3 years.				
	2009				
	2008				
	2007				
3	IRS forms W-2, 1099, and K-1 for the past year, if the income tax return has not been prepared.				
	2009				
	2008				
	2007				
4	Pay stubs or other evidence of earned income for the 3 months prior to the financial affidavit.				
	Date: _________				
	Date: _________				
	Date: _________				
5	A statement identifying the amount and source of all income received from any source during the 3 months before the financial affidavit if not reflected on the pay stubs produced.				
6	All loan applications and financial statements prepared or used within the 12 months before the financial affidavit, whether for the purpose of obtaining or attempting to obtain credit or for any other purpose.				
7	All deeds within the last 3 years, all promissory notes within the last 12 months, and all present leases, in which the party owns or owned an interest, whether held in the party's name individually, in the party's name jointly with any other person or entity, in the party's name as trustee or guardian for any other person, or in someone else's name on the party's behalf.				
	Property: _____________				
	Property: _____________				
	Property: _____________				
	Property: _____________				

Please Check All That Apply

		Attached	Does not Exist	Not in My Possession	In Possession of Spouse
8	All statements for all recurring monthly expenses (i.e., cable, water, electric, phone, pest control, lawn/cleaning service, auto insurance/financing, mortgage) from the last month. Please specify all statements in the blank lines provided, if not otherwise listed.				
	Electric				
	Water				
	Cable				
	Cell Phone				
	Home Phone:				
	Pest Control				
9	All periodic statements from the last 3 months for all checking accounts, and from the last 12 months for all other accounts (for example, savings accounts, money market funds, certificates of deposit, etc.), regardless of whether or not the account has been closed, including those held individually, jointly with any other person or entity, in the party's name as trustee or guardian for any other person, or in someone else's name on the party's behalf.				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
10	All brokerage account statements in which either party to this action held within the last 12 months or holds an interest including those held in the party's name individually, in the party's name jointly with any person or entity, in the party's name as trustee or guardian for any other person, or in someone else's name on the party's behalf.				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				

Please Check All That Apply

#	Item	Attached	Does not Exist	Not in My Possession	In Possession of Spouse
11	The most recent statement for any profit sharing, retirement, deferred compensation, or pension plan (for example, IRA, 401(k), 403(b), SEP, KEOGH, or other similar account) in which the party is a participant or alternate payee and the summary plan description for any retirement, profit sharing, or pension plan in which the party is a participant or an alternate payee. (The summary plan description must be furnished to the party on request by the plan administrator as required by 29 U.S.C. § 1024(b)(4).)				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
	Acct: ____: Statement: ___________				
12	The declarations page, the last periodic statement, and the certificate for all life insurance policies insuring the party's life or the life of the party's spouse, whether group insurance or otherwise, and all current health and dental insurance cards covering either of the parties and/or their dependent children.				
13	Corporate, partnership, and trust tax returns for the last 3 tax years if the party has an ownership or interest in a corporation, partnership, or trust greater than or equal to 30%.				
	2008				
	2007				
	2006				
14	All promissory notes for the last 12 months, all credit card and charge account statements and other records showing the party's indebtedness as of the date of the filing of this action and for the last 3 months, and all present lease agreements, whether owed in the party's name individually, in the party's name jointly with any other person or entity, in the party's name as trustee or guardian for any other person, or in someone else's name on the party's behalf.				
15	All written premarital or marital agreements entered into at any time between the parties to this marriage, whether before or during the marriage. Additionally, in any modification proceeding, each party shall serve on the opposing party all written agreements entered into between them at any time since the order to be modified was entered.				
16	All documents and tangible evidence supporting the producing party's claim of special equity or nonmarital status of an asset or debt for the time period from the date of acquisition of the asset or debt to the date of production or from the date of marriage, if based on premarital acquisition.				