

Date: _____

CLIENT INFORMATION – INTAKE FORM

Name: _____
(First) (Middle) (Last)

Street Address: _____

City: _____ County: _____ State: _____ Zip: _____

Telephone #'s: Home: _____ Work: _____ Cell: _____

E-mail address: _____ Employer: _____

How did you hear about us (internet, TV, phone book, friend, relative, co-worker, professional, other)? _____

Spouse's Name: _____
(First) (Middle) (Last)

Spouse's Address: _____

City: _____ County: _____ State: _____ Zip: _____

Date of Marriage: _____ Date of Separation: _____

Place of Marriage (City, County, State): _____

Number of children of this marriage under age 18: _____

CLIENT INFORMATION - VITAL STATISTICS FOR STATE OF KANSAS

Husband

Wife

Date of Birth: _____

Soc. Sec. #: _____

Birthplace: _____

Race: _____

(e.g., White, Black, American Indian, Hispanic, Asian, etc.)

How many times have you been married (including this one)? _____

How last marriage ended (i.e. divorce, annulment, or death) and date ended (if available): _____

Education (Highest Grade Completed – Elementary/Secondary 0-12; College 1-4 or 5+): _____

Wife's Maiden name: _____

CLIENT INFORMATION - UNCONTESTED DIVORCE

1. How can we get the divorce decree to your spouse for his/her signature (mail, e-mail, fax, hand delivery)? _____

2. How long have you lived in Kansas? _____

3. Do you want to finalize the divorce before the standard sixty (60) day waiting period?
_____ YES _____ NO

4. List all automobiles or motorcycles owned or operated by either you or your spouse:

Year	Make	Model	Who gets it	How is it titled
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

5. Have all of the cash, deposits in financial institutions, stocks, bonds, retirement benefits, and insurance policies been divided? _____ YES _____ NO

6. List all personal property that you have in your possession, as of today, that you want to give to your spouse:

7. List all personal property that your spouse has in her or his possession, as of today, that you would like to have:

8. List the address and legal description of any real estate owned by either party in this divorce. Please state how it is titled and indicate who receives it.

9. Do you or your spouse have a retirement plan? You: _____ YES _____ NO
Spouse: _____ YES _____ NO

If yes, how will they be divided (if applicable)?: _____

10. List your monthly income before taxes: _____

11. List your spouse's monthly income before taxes: _____

12. If alimony or spousal maintenance is an issue in your case, have you agreed on the amount and duration of payments? YES NO If yes, provide details here:

13. Will you pay all debts solely in your name? YES NO

14. Will your spouse pay all debts solely in her or his name? YES NO

15. List the following information about any joint debts:

Creditor	Total Due	Who will be responsible
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16. Did you and your spouse file joint income tax returns using the short form last tax year?

YES NO

17. Do you or your spouse want a maiden or former name restored? YES NO

If yes, please specify name: _____

IF THERE ARE CHILDREN UNDER 18 OF THIS MARRIAGE, PLEASE PROCEED. IF THERE ARE NONE, YOU MAY STOP.

18. Provide the following information about the children of this marriage under age 18:

Name of Child	Date of Birth	Social Security Number
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19. Joint legal custody is awarded in most circumstances (where both parents have equal rights to make decisions in the best interest of the minor children). Any reason why joint legal custody would not be proper? _____

20. Have any of the minor children lived with anyone other than their parents?
 _____ YES _____ NO
21. Where and with whom will the minor children live? _____
22. Any reason why reasonable parental access (visitation) would not be proper?

23. Who provides health insurance for the minor children and what is the cost per month?

24. Who provides child care for the minor children and what is the cost per month?

25. Have you, your spouse, or any of your children received any aid from a government agency since the birth of your first child? _____ YES _____ NO
26. If both of you agree on the amount of child support and how it will be paid, please provide that information here: _____

CLIENT AND SPOUSE INFORMATION - COURT TRUSTEE COLLECTION

	Husband	Wife
27. Residential Telephone #:	_____	_____
28. Employer's Name:	_____	_____
29. Employer's Address:	_____	_____
	_____	_____
	_____	_____
30. Employer's Telephone #:	_____	_____