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Divorce Financial FitCamp
Financial clarity and confidence throughout the divorce process.

Client Checklist

Materials to be assembled by the client and/or client's lawyer and provided to the CDFA® professional may include, but are not necessarily limited to, the following:

Court Case/Hearing Information

- ☐ Draft of Divorce Decree
- ☐ Friend of the Court Child Support Recommendation
- ☐ QDRO (Qualified Domestic Relations Order)
- ☐ Copies of any interrogatories/depositions/requests for information
- ☐ Information on the next court date, settlement meeting, or mediation session
- ☐ Information on any agreed upon deadlines

Financial Data: Client and Spouse

- ☐ Tax returns for the last three years: client, spouse, and joint
    - Personal Tax Returns
    - W-2s and 1099s
    - Partnership/Corporate Returns
    - Any amended tax returns
- ☐ Partnership/Corporate Financial Statements
- ☐ Three most recent payroll stubs
- ☐ Social Security statements
- ☐ Life insurance policies and most recent statement (personal and through employer)
- ☐ Information on any cash or in-kind transactions
- ☐ Detailed breakdown of all expenses, whether personal or joint, on a month-to-month and annual basis
- ☐ Defined benefit and defined contribution pension plans:
    - Summary of plan description
    - Benefits booklet
    - Most recent statements (three years)
    - Benefits estimate:

- At Earliest Retirement Age
- At Normal Retirement Age
- At Current Age (if eligible)
- Early Retirement Option Elections

☐ Stock options:
- Benefits booklet
- Most recent statements (three years)

☐ IRA, Roth IRA, Keogh, SEP, 401(k), 403(b), 457 and Non-Qualified Deferred Compensation statements

☐ Primary residence and other real estate:
- Appraisal
- Date of purchase
- Purchase price
- Original mortgage amount
- Current mortgage amount
- Interest rate/length of mortgage
- Monthly payment
- Particulars of second mortgage, if any

☐ Listing of all individual, joint and business non-investment assets (e.g., cars, boats, jewelry, collections, etc.) and their values as at the date of marriage, the date of separation or valuation, and the most current date

☐ Cancelled checks and bank statements for all personal, joint, business, partnership and corporate accounts for the previous six months

☐ Savings/passbook account statements for all personal, joint, business, partnership and corporate accounts for the previous three years

☐ Statements regarding securities, money markets, brokerage, CDs, commodities, mutual funds, investment accounts, annuities, stocks and bonds for all personal, joint, business, partnership and corporate accounts

☐ All employee benefit and executive compensation booklets and statements

☐ Wills, trusts, and amendments or codicils

☐ Business or partnership agreements

☐ Children’s bank, savings, insurance and investment account statements for the previous three years

☐ Loan and credit card statements for all personal, joint, business, partnership and corporate accounts

Financial Data: Other

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