

DIVORCE DOCUMENT CHECKLIST



The following documents are helpful in planning your next steps and for evaluating your financial situation. You may not have all of these documents (and it is possible there are documents that have not been included as well).

PERSONAL FINANCIAL DOCUMENTS

- ☐ Tax Returns and Amended Returns for Client & Spouse (Prior 3 years)
- ☐ Final Paystub of Year, W2, & 1099 (Prior 3 years)
- ☐ Paystubs (3 most recent)
- ☐ Account Statements (3 years)
 - ☐ Bank Statements (Checking, Savings, Money Market, CDs etc.)
 - ☐ Brokerage Accounts (Stocks, Bonds, Mutual Funds, ETFs etc.)
 - ☐ Retirement Accounts (IRA, 401K, 403B, Annuities etc.)
 - ☐ Stock Awards and Vesting Description
 - ☐ Credit Card Statements for Each Account
- ☐ Account Statements (Current Only)
 - ☐ Non-Contributory Pension Plan & Summary Plan Description
 - ☐ Life Insurance Policies and Most Recent Statement
 - ☐ Mortgage Statement for Each Mortgage or HELOC
 - ☐ Employee Contracts
- ☐ Real Estate – Primary and Other
 - ☐ Appraisal / Current Value
 - ☐ Date Of Purchase
 - ☐ Purchase Price & Cost of Improvements (No Maintenance Expenses)
 - ☐ Original Mortgage
- ☐ Other Debt and Liabilities (Student Loans, Personal Loans, Medical etc.)
- ☐ List of Separate Property (Should Not Be Included With Above)
- ☐ Prior Marriage Dissolution and Child Support Agreements
- ☐ Priorities Checklist (Lifecycle Financial LLC Clients)
- ☐ Divorce Budget (Lifecycle Financial LLC Clients)
- ☐ Children's Accounts

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PERSONAL DOCUMENTS

- ☐ Pre-Nuptial Agreement
- ☐ Last Will and Testament
- ☐ Power of Attorney – Financial and Medical
- ☐ Last Will and Testament & Living Will
- ☐ Trusts
- ☐ Separate Property

BUSINESS DOCUMENTS

- ☐ Partnership or Stockholders Agreements
- ☐ Profit Sharing, Pension, Stock Option Plans
- ☐ Business Owned Life Insurance Policies
- ☐ Business Tax Returns and Amended Returns (3 years)
- ☐ Executive Benefit Agreements (Deferred Compensation, Perks etc.)
- ☐ Business Financial Statements – Balance Sheet, P&L, Trial Balance (3 years)
- ☐ Equity Ownership Agreements
- ☐ List of all Business Non-Investment Assets (Cars, Equipment, Collections etc.)
- ☐ Company Bank and Investment Accounts (3 years)
- ☐ All Company Debt – Loan agreements, Credit Cards etc. (3 years)
- ☐ Power of Attorney – Financial and Medical

Client Name: _____

Date Completed: _____