

LAWYERS | MEDIATORS | ARBITRATORS

## **SECTION 1**

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# CONTACT AND EMPLOYMENT INFORMATION

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1(a) CLIENT INFORM	IATION		
Full Legal Name			
Other Names You May G	о Ву		
Present Address			
Mailing Address (if differe	ent from above)		
Home Phone Number	Work Phone Numb	er Cell Phone Number	Fax Number
Email Address			I
Date of Birth		Place of Birth	Gender at Time of Marriage
Maiden Name		Surname Before Marriage (if o	different than Maiden Name)
Matrimonial Status at Tim	e of Marriage		
	DIVORCED		
Has your spouse been re	sident in Alberta for a	at least 1 year?	
□ YES	□ NO		
Would you like us to keep	any of your contact	information confidential from yo	our spouse?
□ YES	□ NO If so,	please explain:	
Can we contact you and s	send information to th	ne above phone numbers/addre	esses?
□ YES	□ NO If not,	, please explain why and provid	le alternate contact details:

1(b) CLIENT EMPLOYMENT INFOR	RMATION	
Occupation	Employer	Length of employment
Employer's Address		
Gross Annual Income	Gross Income From Last Income	e Tax Return (line 150)
Occupation at Time of Marriage		

# 1(c) OTHER INCOME INFORMATION

Please list all other sources of current income (	i.e. secondary employment, rent, etc.)
Source	Annual Gross Income
Source	Annual Gross Income
Source	Annual Gross Income

1(d) SPOUSE'S INFO	RMATION			
Full Legal Name				
Other Names Your Spous	e Goes By			
Present Address				
Mailing Address (if differe	nt from above)			
Home Phone Number	Work Phone Numb	er	Cell Phone Number	Fax Number
Email Address				
Date of Birth		Place	of Birth	Gender at Time of Marriage
Maiden Name		Surna	ame Before Marriage (if	Different than Maiden Name)
Matrimonial Status at Tim	e of Marriage			
	DIVORCED		WIDOWED	
Has your spouse been re	sident in Alberta for a	at least	1 year?	
	□ NO			

1(d) SPOUSE'S EMPLOYMENT INI	FORM	ATION	
Occupation	Empl	oyer	Length of employment
Employer's Address			
Gross Annual Income		Gross Income from Last Income T	ax Return (line 150)
Occupation at Time of Marriage			

# 1(c) SPOUSE'S OTHER INCOME INFORMATION

Please list all other sources of current income	(i.e. secondary employment, rent, etc.)
Source	Annual Gross Income
Source	Annual Gross Income
Source	Annual Gross Income

MARITAL/RELATIONISHIP HISTORY				
Date of Marriage	Place of Marriage			
Date of Cohabitation	Date of Separation**			
**The Date of Separation is the date you and y necessarily mean separated residences.	your spouse officially decided to separate – this does not			
Is the Date of Separation within the last 18 mo	onths? his will have to be discussed with one of our lawyers.			
Have you and your spouse executed a Cohab	itation or Pre-Marriage contract?			
	gainst your spouse in the past? s and/or Pleadings and/or Court Orders associated with your ble documentation from any Court proceedings or previous			
Are there any Court dates pending? <ul> <li>YES</li> <li>NO</li> <li>If Yes, what is the date?</li> <li>Which Court is the date set?</li> </ul>	Court of Queen's Bench			
Is your spouse represented by a lawyer? YES NO If so, what is the name of your spouse's lawye				
Do you have any desire to reconcile with your	spouse?			
Are you aware that Marriage Counselling Guid	lance Facilities and Mediation Services are available to you?			
Would you like information regarding mediation	n and counselling?			
If efforts have been made to reconcile with y efforts made?	our spouse, what efforts were made and when were these			
If you are filing for divorce we will require the f	ollowing documents from you:			
you may attend at any registry agen	iage Certificate. If you do not have a copy of this certificate, at in person to obtain a copy. If your marriage took place the Certificate of Marriage issued to you by the Church or age ceremony.			
2. A current picture of your spouse (this	s is a requirement for service of documents).			
I have attached the following documents:				
<ul> <li>Government Issued Marriage Certifica</li> <li>Marriage Certificate issued by the ceremony</li> <li>Current picture of my spouse</li> </ul>	ate Church or Civil Office that performed my out-of-country			

# CHILDREN

3(a) CHILDREN	
Full Legal Name	Date of Birth
Full Legal Name	Date of Birth
Full Legal Name	Date of Birth
Full Legal Name	Date of Birth
Full Legal Name	Date of Birth

At this time, who has full time care of the children?

- □ I have full-time care of the children
- Both my spouse and myself (shared)
- My Spouse has full time care of the children
- Other \_\_\_\_

What sort of shared parenting arrangement or schedule would you like to have with your spouse?

Do any of your children have special needs?

 $\square$  NO  $\square$  YES If yes, please explain:

#### 3(b) CHILDREN – Childcare Expenses

Below, please list all children currently attending daycare /babysitting/childcare facilities, along with the cost to you associated with the childcare. Please indicate whether this cost is yearly, monthly, weekly or per visit and whether or not this amount is subsidized. Please be prepared to provide receipts evidencing the cost should they be requested.

Name of Child Attending Childcare	Frequency	Cost	Per	Subsidized?
Name of Child Attending Childcare	Frequency	Cost	Per	Subsidized?
Name of Child Attending Childcare	Frequency	Cost	Per	Subsidized?
Name of Child Attending Childcare	Frequency	Cost	Per	Subsidized?
Name of Child Attending Childcare	Frequency	Cost	Per	Subsidized?

#### 3(c) **CHILDREN – Medical and/or Dental Expenses**

Are you currently paying for medical and/or dental insurance (including Alberta Health Care)?

YES □ NO

If you answered "yes" to the last question, please provide details below. Please be prepared to provide receipts evidencing the cost should they be requested.

Insurance

- Medical / Dental

Amount: \_\_\_\_\_ Per\_\_\_\_ Other\_\_\_\_\_ Amount: \_\_\_\_\_ Per\_\_\_\_

Do any of your children have medical and dental expenses that exceed your insurance coverage? YES NO

If you answered "yes" to the last question, please provide the costs that exceed your insurance coverage. Please be prepared to provide receipts evidencing the cost should they be requested.

			-
Name of Child	Cost:	Per:	For:
Name of Child	Cost:	Per:	For:
Name of Child	Cost:	Per:	For:
Name of Child	Cost:	Per:	For:
Name of Child	Cost:	Per:	For:

#### 3(d) **CHILDREN** – Education Expenses

Do any of your children have extra-ordinary school or educational costs (not including regular school fees)? If so, please provide details below. Please be prepared to provide receipts for these costs if requested.

10900000	_		_
Name of Child	Expense	Cost	Per
Name of Child	Expense	Cost	Per
Name of Child	Expense	Cost	Per
Name of Child	Expense	Cost	Per
Name of Child	Expense	Cost	Per

Are any of your children currently attending post-secondary schooling?

Name of Child	Institution	Tuition/Books/Fees	Per
Name of Child	Institution	Tuition/Books/Fees	Per
Name of Child	Institution	Tuition/Books/Fees	Per
Name of Child	Institution	Tuition/Books/Fees	Per
Name of Child	Institution	Tuition/Books/Fees	Per

3(e) CHILDREN – Extra-Curricular Activities			
Do any of your children attend, or are involved in, extra-curricular activities such as sports teams or lessons? If so, please provide details below. Please be prepared to provide receipts for these costs if requested.			
Name of Child	Activity	Cost	Per
Name of Child	Activity	Cost	Per
Name of Child	Activity	Cost	Per
Name of Child	Activity	Cost	Per
Name of Child	Activity	Cost	Per

# SPOUSAL SUPPORT

Would you like to make an application for spousal support?				
Were you employed prior to marriage?OccupationApprox. Annual IncomeYESNO				
If you have children, did you take time off work after your children were born? If yes, how long U YES NO				
If you answered yes to the previous question, please indicate whether this was standard maternity lear or special circumstances. Standard Maternity Leave Special circumstances				
If there were special circumstances surrounding your time off work after your children were born, pleasexplain:				
Have you been a stay-at-home homemaker for any length of time? If yes, how long?  VES NO				
What is your educational background?				
<ul> <li>HIGH SCHOOL DIPLOMA</li> <li>Institution and Year Graduated:</li></ul>				
-or-				
<ul> <li>POST SECONDARY</li> <li>Institution and Highest Degree Obtained:</li></ul>				
Other Courses/Training				

# SECTION 5 MATRIMONIAL PROPERTY

We require an accurate list of all of your assets and liabilities. Please make your best efforts to fill in all of the information below. If you require information from 3<sup>rd</sup> parties (i.e.: your bank, financial institutions, pension administrator) please make a note that you are in the process of obtaining the information requested. If you do not have information respecting your spouses' assets and/or liabilities please make note of this. We will be able to request this information from your spouse.

Do you have a Will, Enduring Power of Attorney and Personal Directive?

□ YES □ NO

If you answered "No" to the above question, our office can provide you with information and services with respect to preparing a Will to best protect your assets and Estate for the future.

5(a) PROPERTY			
Please list the details of any and all property(ies) that is/are owned by you and/or your spouse.			
1 – Property Address		Held Prior to Marriage?	
Purchase Date	Name(s) on Title		
Purchase Price	Current Amount Owing on Mortgage	Approximate Market Value	
Legal Description			

2 – Property Address		Held Prior to Marriage?
Purchase Date	Name(s) on Title	
Purchase Price	Current Amount Owing on Mortgage	Approximate Market Value
Legal Description		

3 – Property Address		Held Prior to Marriage?
Purchase Date	Name(s) on Title	
Purchase Price	Current Amount Owing on Mortgage	Approximate Market Value
Legal Description		

#### 5(b) Vehicles

Please list below the details of any vehicle(s) that is/are owned by you and/or your spouse. Please include all vehicles, including motorcycles and recreation vehicles.

1 – Vehicle Year/Make/Model	Purchase Date	Is this vehicle leased?
Name on Title	Primary Operator	Purchase Price
Amount Owing on Vehicle Loan	Monthly Loan/Lease Payment	Approximate Resale Value

2 - Vehicle Year/Make/Model	Purchase Date	Is this vehicle leased?
Name on Title	Primary Operator	Purchase Price
Amount Owing on Vehicle Loan	Monthly Loan/Lease Payment	Approximate Resale Value

3 – Vehicle Year/Make/Model	Purchase Date	Is this vehicle leased?
Name on Title	Primary Operator	Purchase Price
Amount Owing on Vehicle Loan	Monthly Loan/Lease Payment	Approximate Resale Value

4 - Vehicle Year/Make/Model	Purchase Date	Is this vehicle leased?
Name on Title	Primary Operator	Purchase Price
Amount Owing on Vehicle Loan	Monthly Loan/Lease Payment	Approximate Resale Value

5 - Vehicle Year/Make/Model	Purchase Date	Is this vehicle leased?
Name on Title	Primary Operator	Purchase Price
Amount Owing on Vehicle Loan	Monthly Loan/Lease Payment	Approximate Resale Value

6 - Vehicle Year/Make/Model	Purchase Date	Is this vehicle leased?
Name on Title	Primary Operator	Purchase Price
Amount Owing on Vehicle Loan	Monthly Loan/Lease Payment	Approximate Resale Value

#### 5(c) REGISTERED RETIREMENT SAVINGS PLANS

Please list below the details of any RRSP'S held by you and/or your spouse.

1 – Institution	Account Nu	Imber	Inception Date
i mondalori	, 100004111110		incoption Date
Current Value		Value as at Separation (if different than current)	
		•	· · · · · · · · · · · · · · · · · · ·
If you or your spouse held this RRSP prior to your date of cohabitation and/or marriage, please provide the			
value of the RRSP as at the date of cohabitation and/or		or marriage.	
		-	

2 – Institution	Account Nu	Imber	Inception Date
Current Value		Value as at Separati	on (if different than current)
If you or your spouse held this RRSP prior value of the RRSP as at the date of coha			or marriage, please provide the

3 – Institution	Account N	umber	Inception Date
Current Value		Value as at Separation	on (if different than current)
If you or your spouse held this RRSP prio value of the RRSP as at the date of cohat			or marriage, please provide the

4 – Institution	Account Number		Inception Date
Current Value		Value as at Separation	on (if different than current)
If you or your spouse held this RRSP prior value of the RRSP as at the date of cohab			or marriage, please provide the

5 – Institution	Account Number		Inception Date
Current Value		Value as at Separation	on (if different than current)
If you or your spouse held this RRSP prior value of the RRSP as at the date of cohabi			or marriage, please provide the

#### 5(d) NON-REGISTERED INVESTMENTS

Please list below the details of any and all Chequing and Savings Accounts, Term De etc.			tual Funds, Insurance Policies,
1 – Investment	Account N	Number	Date Acquired
Current Value		Value as at Separation	on (if different than current)
If you or your spouse held this Investme provide the value of the Investment as at the			

2 – Investment	Account I	Number	Date Acquired
Current Value		Value as at Separation	on (if different than current)
If you or your spouse held this Investment prior to provide the value of the Investment as at the date of			

3 – Investment	Account I	Number	Date Acquired
Current Value		Value as at Separation	on (if different than current)
If you or your spouse held this Investment prior to provide the value of the Investment as at the date of			

4 – Investment	Account	Number	Date Acquired
Current Value		Value as at Separation	on (if different than current)
If you or your spouse held this Investment prior to your date of cohabitation and/or marriage, pl provide the value of the Investment as at the date of cohabitation and/or marriage.			

5 – Investment	Account Number		Date Acquired
Current Value	1	Value as at Separation	on (if different than current)
If you or your spouse held this Investmer provide the value of the Investment as at the			

# 5(e) PENSION PLANS Do you or your spouse have a pension plan other than Canada Pension Plan (CPP)? \_\_\_\_\_YES \_\_\_\_\_NO If you answered "yes" to the last question, please provide details below. Name of Plan Holder Employer / Plan Provider

Years of Contribution

Name of Plan Holder	Employer / Plan Provider	
Inception Date	Years of Contribution	
Name of Plan Holder	Employer / Plan Provider	

Inception Date	Years of Contribution

#### 5(f) CORPORATE

Do you or your spouse have any interest, directly or indirectly, in any incorporated business, including partnerships and joint ventures?

□ YÉS

□ NO

Inception Date

If you answered "yes" to the last question, please provide details below.

Asset	Description
Date Acquired	Value

Asset	Description
Date Acquired	Value

Asset	Description
Date Acquired	Value

	5(g) OTHER ASSETS		
	Please list any and all other assets:		
	i.e. Household items of extraordina safety deposit boxes, etc.	ary value, jewellery, livestock, farr	n equipment, collections, location of
	Asset / Description Name of Asset Holder		
1	Date Acquired Current Value		Value as at Separation (if different)

1

Asset / Description		Name of Asset Holder
Date Acquired Value		Value as at Separation (if different)
Asset / Description		Name of Asset Holder

Asset / Description		Name of Asset Holder
Date Acquired	Date Acquired Value	

Asset / Description		Name of Asset Holder
Date Acquired	Value	Value as at Separation (if different)

Asset / Description		Name of Asset Holder
Date Acquired	Value	Value as at Separation (if different)

Asset / Description		Name of Asset Holder
Date Acquired Value		Value as at Separation (if different)

Asset / Description		Name of Asset Holder
Date Acquired	Date Acquired Value	

Asset / Description		Name of Asset Holder
Date Acquired Value		Value as at Separation (if different)

# LIABILITIES

#### 6(a) CREDIT CARDS

Please list below the details of any and all credit card accounts for both yourself and your spouse, including department store credit cards.

1 – Name of Card Holder	Credit Provider		Account Number
Current Balance		Balance as at Separation	i (if different than current)
Monthly Payment		Date Acquired	

2 – Name of Card Holder	Credit Provider		Account Number
Current Balance		Balance as at Separation	(if different than current)
Monthly Payment		Date Acquired	

3 – Name of Card Holder	Credit Provider		Account Number
Current Balance		Balance as at Separation (if different than current)	
Monthly Payment		Date Acquired	

4 – Name of Card Holder	Credit Provider		Account Number
Current Balance	Balance as at Separation		n (if different than current)
Monthly Payment	Date Acquired		

5 – Name of Card Holder	Credit Provider		Account Number
Current Balance	1	Balance as at Separation (if different than current)	
Monthly Payment		Date Acquired	

#### 6(b) LOANS

Please list below the details of any and all loans with any financial institutions or personal loans held by you or your spouse.

1 – Name of Debtor	Credit Provider		Account Number
Current Balance	I	Balance as at Separation (if different than current)	
Monthly Payment		Date Acquired	

2 – Name of Debtor	Credit Provider		Account Number
Current Balance		Balance as at Separation	(if different than current)
Monthly Payment		Date Acquired	

3 – Name of Debtor	Credit Provider		Account Number
Current Balance	Balance as at Separation		(if different than current)
Monthly Payment		Date Acquired	

4 – Name of Debtor	Credit Provider		Account Number
Current Balance	I	Balance as at Separation (if different than current)	
Monthly Payment		Date Acquired	

5 – Name of Debtor	Credit Provider		Account Number
Current Balance		Balance as at Separation (if different than current)	
Monthly Payment		Date Acquired	

6 – Name of Debtor	Credit Provider		Account Number
Current Balance	Balance as at Separation		n (if different than current)
Monthly Payment		Date Acquired	

#### 6(c) LINES OF CREDIT

Please list below the details of any and all lines of credit held by you or your spouse.

1 – Name of Debtor	Credit Provider		Account Number
Current Balance	1	Balance as at separation (if different than current)	
Monthly Payment		Date Acquired	

2 – Name of Debtor	Credit Provider		Account Number
Current Balance	Balance as at Separation		(if different than current)
Monthly Payment		Date Acquired	

3 – Name of Debtor	Credit Provider		Account Number
Current Balance		Balance as at Separation	(if different than current)
Monthly Payment		Date Acquired	

4 – Name of Debtor	Credit Provider		Account Number
Current Balance	L	Balance as at Separation (if different than current)	
Monthly Payment		Date Acquired	

5 - Name of Debtor	Credit Provider		Account Number
Current Balance		Balance as at Separation (if different than current)	
Monthly Payment		Date Acquired	

6 – Name of Debtor	Credit Provider		Account Number
Current Balance		Balance as at Separation (if different than current)	
Monthly Payment		Date Acquired	

#### 6(d) MORTGAGES

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Please list below the details of any and all Mortgages you or your spouse currently holds.

1 – Property Address	Mortgage Provider		Account Number
		1	
Current Balance		Balance as at Separation (if different than current)	
Monthly Payment		Date Acquired	

2 – Property Address	Mortgage Provider		Account Number
Current Balance		Balance as at Separation	(if different than current)
Monthly Payment		Date Acquired	

3 – Property Address	Mortgage Provider		Account Number
Current Balance		Balance as at Separation	(if different than current)
Monthly Payment		Date Acquired	

#### 6(e) OTHER LIABILITIES

Please list below the details of any and all liabilities not listed in one of the categories above.

1 – Debtor Name	Liability		Credit Provider
Current Balance		Balance as at Separation (if different than current)	
Monthly Payment		Date Acquired	

2 – Debtor Name	Liability		Credit Provider
Current Balance		Balance as at Separation (if different than current)	
Monthly Payment		Date Acquired	

3 – Debtor Name	Liability		Credit Provider
Current Balance		Balance as at Separation	n (if different than current)
Monthly Payment		Date Acquired	

4 – Debtor Name	Liability		Credit Provider
Current Balance		Balance as at Separation	n (if different than current)
Monthly Payment		Date Acquired	

5 – Debtor Name	Liability		Credit Provider
Current Balance	1	Balance as at Separation	(if different than current)
Monthly Payment		Date Acquired	

6 – Debtor Name	Liability		Credit Provider
Current Balance	<u> </u>	Balance as at Separation	(if different than current)
Monthly Payment		Date Acquired	

7 – Debtor Name	Liability		Credit Provider
Current Balance	I	Balance as at Separation	(if different than current)
Monthly Payment		Date Acquired	

8 – Debtor Name	Liability		Credit Provider
Current Balance		Balance as at Separation	(if different than current)
Monthly Payment		Date Acquired	

# **PROPERTY EXEMPTIONS**

The following section lists cases whereby certain property may be exempt from the division of Matrimonial Property. Please list any assets held under the appropriate category.

7(a) Property Acquired	l as a Gift fr	rom a Third Party (Not	from your Spouse)			
1 – Property Owner		Description / Details	Description / Details			
Date Acquired	Valu	e as at separation	Current Value			
2 – Property Owner		Description / Details				
Date Acquired	Valu	e as at separation	Current Value			
3 – Property Owner		Description / Details				
Date Acquired	Valu	e as at separation	Current Value			
4 – Property Owner		Description / Details				
Date Acquired	Valu	e as at separation	Current Value			
5 – Property Owner		Description / Details				
Date Acquired	Valu	e as at separation	Current Value			

7(b) Property Acquired through Inheritance		
1 – Property Acquired by	Descript	ion / Details
Date Acquired		Current Value

2 – Property Acquired by	Description / Details	
Date Acquired		Current Value

3 – Property Acquired by	Description / Details	
Date Acquired	I	Current Value

7(c) Property Owned Prior to Marriage (including RRSP's and Savings)				
1 – Property Owner	Description / Details			
Date Acquired	Value as at separation	Current Value		
2 – Property Owner	Description / Details			

Date Acquired	Value as at separation	Current Value	

3 – Property Owner		Description / Details		
Date Acquired Value		e as at separation	Current Value	
4 – Property Owner		Description / Details	-	

4 – Property Owner	Des Des		
Date Acquired	Valu	e as at separation	Current Value

5 – Property Owner		Description / Details		
Date Acquired	Value as	at separation	Current Value	

6 – Property Owner	Description / Details	
Date Acquired	Value as at separation	Current Value

7 – Property Owner	Description / Details	Description / Details	
Date Acquired	Value as at separation	Current Value	

7(d) Awards or Settlement for Damages				
1 – Award or Settlement Amount	Date of Award or Settlement			
Details / Description				

2 – Award or Settlement Amount	Date of Award or Settlement
Details / Description	

3 – Award or Settlement Amount	Date of Award or Settlement
Details / Description	

4 – Property Acquired	Date of Award or Settlement		
Details / Description			

7(e) Proceeds of an Insurance Policy (not insurance in respect of property unless proceeds are for both you and your spouse)			
1 – Property Acquired	Description / Details		
Date Acquired		Current Value	

2 – Property Acquired	Description / Details	
Date Acquired		Current Value

3 – Property Acquired	Description / Details	
Date Acquired	I	Current Value

4 – Property Acquired	Description / Details	
Date Acquired		Current Value

7(f) Property that was exempt but item no longer exists. Please explain the exempt property and where the item has gone (i.e., sold, exchanged, spent, etc.)				
1 – Property Acquired by	Description / Details			
Date Acquired	Date Sold, Traded or Disposed of			
Description on of Sale, Trade or Dispos	ition of Asset Value			

2 – Property Acquired by	Description / Details	
Date Acquired	Date Sold, Traded or Dispose	ed of
Description on of Sale, Trade or Disposition of Asset		Value

3 – Property Acquired by	Description / Details	
Date Acquired	Date Sold, Traded or Dispose	ed of
Description on of Sale, Trade or Disposition of Asset		Value

4 – Property Acquired by	Description / Details	
Date Acquired	Date Sold, Traded or Disposed of	
Description on of Sale, Trade or Disposition of Asset		Value

5 – Property Acquired by	Description / Details	
Date Acquired	Date Sold, Traded or Disposed of	
Description on of Sale, Trade or Disposition of Asset		Value

6 – Property Acquired by	Description / Details	
Date Acquired	Date Sold, Traded or Disposed of	
Description on of Sale, Trade or Disposition of Asset		Value