

**WHY YOU SHOULD USE**  
*ALL WASHINGTON LEGAL CLINIC OF*  
*SEATTLE/TACOMA/EVERETT*

EXPERIENCE

All Washington Legal Clinic of Seattle, Tacoma, and Everett is operated by attorney Tom S. Hyde, a sole proprietor, who has experience in thousands of divorces and bankruptcies.

ATTORNEYS

Every client has a personal conference with an attorney to get his or her questions answered. There is no charge for your initial conference with the attorney.

Beware of people calling themselves "paralegals" or "typists" who want to charge you money to type up your court papers. These people are not lawyers, and they cannot answer your legal questions or go to court for you. They will tell you that you do not need a lawyer. Unfortunately, by the time you realize you do need a lawyer, it is too late. Over the years we have observed many problems created by these non-lawyers.

LOW FEES

You have the benefit of having a lawyer handle your divorce at a fraction of what you would normally pay. The fee for an uncontested divorce is only \$200 without dependent children or \$250 with dependent children, plus the court filing fee.

COURT APPEARANCES

If your spouse will sign the court papers, you do not have to go to court at all. An attorney from our office will appear in court for you and finalize your divorce.

ANNULMENTS, LEGAL SEPARATIONS, MODIFICATIONS

We handle annulments, legal separations, and modifications of child support and parenting plans for the same prices. All the information in this questionnaire is necessary for an annulment or a legal separation. The attorney will answer your questions about annulments at the conference.

PROPERTY AND DEBTS DIVISIONS, PARENTING PLANS & CHILD SUPPORT

We help you divide your property and debts, prepare your parenting plan and calculate your child support.

CONTESTS

If your spouse will not sign the divorce papers, we will help you start your divorce by serving your spouse. There may be additional charges involved. If your case becomes contested, we will handle it for an additional fee or refer you to an attorney who will handle it for you.

*ALL WASHINGTON LEGAL CLINIC OF SEATTLE/TACOMA/EVERETT*

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A LEGAL SERVICE PROVIDED BY:

TOM S. HYDE  
ATTORNEY AT LAW

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- SECTION 2. DIVIDING THE PROPERTY AND DEBTS -- PAGE 3 -- This section divides up the property owned by the wife and the husband as well as the debts owed by either or both.
- SECTION 3. CHILDREN BORN DURING THIS MARRIAGE -- PAGE 10 -- This section asks for information about all dependent children born during this marriage and any dependent children adopted during the marriage.
- SECTION 4. RESIDENTIAL SCHEDULE FOR CHILDREN -- PAGE 15 -- This section sets out the specific times when the dependent children are to be with each parent. A residential schedule must be included in all cases even if you think you do not need one.
- SECTION 5. DECISION MAKING AND DISPUTE RESOLUTION -- PAGE 17 -- Your parenting plan must state which parent is to make decisions regarding the children and how disputes are to be resolved.
- SECTION 6. RESTRICTIONS -- PAGE 18 -- This section covers the reasons for any special restrictions in your parenting plan.
- SECTION 7. CHILD SUPPORT -- PAGE 19 -- This section is concerned with the payment of child support for the children you listed in Section 3.
- SECTION 8. INSTRUCTION LETTER -- PAGE 22 -- The letter on the back of this questionnaire sets out the terms of your agreement with Tom S. Hyde. It must be signed before we can begin work on your divorce.

## **FEES**

The following is the attorney fee charged by Tom S. Hyde for an uncontested divorce, legal separation or annulment without dependent children of this marriage:

**\$250**

In order to avoid delays, you should pay this fee in cash or money order. If you pay by personal check, the filing of your case can be delayed up to three weeks.

Filing Fee: The court also charges a filing fee of \$250. That fee will have to be paid at the time you want your case filed with the court. There is an additional \$20 ex parte fee for not appearing in court.

There is a \$50 fee for checks which are returned for any reason. If you want a copy of your questionnaire for your records, you should make one before you return it. If you want us to make a copy of your questionnaire for you, you should bring an additional \$25 in cash or a money order.

## **PROVIDING INFORMATION SAVES YOU MONEY**

All Washington Legal Clinic of Seattle, Tacoma, and Everett offers you an attorney's help in obtaining your divorce at a very low fee. We can do this only if you will take the time to provide us with all the requested information before you meet with the attorney. This questionnaire is designed to help you save money by collecting all the necessary information before your meeting with the attorney. Consequently, it is very important that you read and carefully follow the instructions in this questionnaire. If the information you provide at your meeting with the attorney is incorrect or incomplete, your papers will have to be changed and you will be charged additional fees of \$50 or more. You can avoid additional fees by collecting all the information *before* your meeting with the attorney.

## **FREE INITIAL CONSULTATION**

After you have filled out this questionnaire, you will be given a free initial consultation with the attorney based upon the information in the questionnaire. The attorney will answer your questions and advise you about your case. The answers and advice the attorney will give you are based on the information you provide in this questionnaire, and the consultation is free only if the questionnaire is filled out.

If you have not filled out the questionnaire, the attorney can answer only general questions and there will be a fee of \$50 cash (no credit cards or checks can be accepted) for the consultation.

## **SHOULD I BRING THE FEES TO THE INITIAL CONSULTATION?**

You are not required to bring the fees to the free initial consultation, but most clients do so in order to avoid making two trips. If you will not have the fees for another week or so, you should still come in and have your consultation now.

## SECTION 1. PERSONAL AND MARRIAGE INFORMATION

**IS ALL THIS INFORMATION NECESSARY?** Yes. Some of the information requested on the following page is necessary to prepare the papers which begin your divorce. The rest of the information must be submitted to the Bureau of Vital Statistics at the time we file those papers. The only blanks which you do not have to fill in are the ones asking for telephone numbers. If you do not have a telephone or you do not know your spouse's telephone number, you may omit that information. If you do not know the county in which the marriage took place, you may omit that also.

**SOCIAL SECURITY NUMBER:** The mandatory forms require that you provide the Social Security number for yourself and your spouse. If you do not provide your spouse's Social Security number, we will assume that you do not know it and have no way of finding out what it is.

**DRIVER'S LICENSE/IDENTICARD:** The mandatory forms also require that you provide the driver's license or identicard number for you and your spouse. If you do not provide your spouse's driver's license or identicard number, we will assume that you do not know it and have no way of finding out what it is.

**MILITARY SERVICE:** If your spouse is presently on active duty in the military service, you will need his or her cooperation in order to use the uncontested divorce service. He or she will have to sign the papers which we will prepare for you. If your spouse will not cooperate by signing these papers, you will need special assistance to obtain your divorce.

If you are on active duty in the military service, you can obtain your divorce in Washington only if one of the following applies: (1) Washington in your home state of record; (2) you will be stationed in Washington throughout the 90 day waiting period (even if you are temporarily on duty elsewhere); or (3) your spouse is a resident of Washington.

**CAN I CHANGE MY NAME?** Yes. Either of you can change your name as long as you are not changing it to defraud creditors. If you want your name legally changed, make a note of the desired name on the next page.

**WHAT IF MY SPOUSE IS MISSING?** If your spouse is missing, you must try to locate him or her by contacting relatives or friends. If you are not able to locate him or her, write the word "missing" in the blank which asks for your spouse's address. Special papers will be prepared for you which will allow you to start your divorce by publishing notice of the divorce in a local newspaper at additional expense.

PERSONAL INFORMATION REGARDING WIFE

Wife's Full Name: \_\_\_\_\_ Maiden Name: \_\_\_\_\_ Age: \_\_\_\_\_

Wife wants her name changed to (print full name): \_\_\_\_\_

Is the wife now in any of the military services?  Yes  No      Is wife pregnant?  Yes  No

Mailing Address: \_\_\_\_\_ Home Address (if different): \_\_\_\_\_

\_\_\_\_\_, \_\_\_\_\_ Zip: \_\_\_\_\_ \_\_\_\_\_, \_\_\_\_\_ Zip: \_\_\_\_\_

County: \_\_\_\_\_ Home Telephone: \_\_\_\_\_ Work Telephone: \_\_\_\_\_

Wife's Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_\_ State of Birth: \_\_\_\_\_

Wife's Driver's License or Identocard Number: \_\_\_\_\_ State: \_\_\_\_\_

PERSONAL INFORMATION REGARDING HUSBAND

Husband's Full Name: \_\_\_\_\_ Age: \_\_\_\_\_

Husband wants his name changed to: \_\_\_\_\_

Is the husband now in any of the military services?  Yes  No

Mailing Address: \_\_\_\_\_ Home Address (if different): \_\_\_\_\_

\_\_\_\_\_, \_\_\_\_\_ Zip: \_\_\_\_\_ \_\_\_\_\_, \_\_\_\_\_ Zip: \_\_\_\_\_

County: \_\_\_\_\_ Home Telephone: \_\_\_\_\_ Work Telephone: \_\_\_\_\_

Husband's Social Security #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date of Birth: \_\_\_\_\_ State of Birth: \_\_\_\_\_

Husband's Driver's License or Identocard Number: \_\_\_\_\_ State: \_\_\_\_\_

MARRIAGE INFORMATION

Date on which the marriage took place: \_\_\_\_\_, 19\_\_\_\_

City and State in which the marriage took place: \_\_\_\_\_, \_\_\_\_\_ County (if you know): \_\_\_\_\_

DATE OF SEPARATION

The date of separation is the date on which you decided your marriage should be ended and stopped living as husband and wife. This means a physical separation - not a legal one. You can be separated and still occupy the same residence as long as it is clear that you have decided to terminate the marriage.

Date of Separation (estimate if you are not sure): \_\_\_\_\_, 200\_\_\_\_

## SECTION 2. DIVIDING UP THE PROPERTY AND DEBTS

LIST ALL PROPERTY You must list all your property in this section even if you purchased it before the marriage or you feel that it belongs to only one of you. Do not leave anything out because you think it is separate property.

DO I HAVE TO DECIDE NOW? It is important to decide how the property and debts should be divided now. If you do not ask for the division of property and debts you want at the beginning, you may not get what you want later.

PERSONAL PROPERTY: PART A deals with your personal property and must be filled out even if you own very little property or if you have already divided up your property. It is important that you read each question in PART A carefully because there might be some property which you have overlooked. Be sure to include the license numbers of any vehicles to be awarded to you. This will help you to transfer them into your name even if your spouse will not cooperate. You must transfer the title to vehicles awarded to you within 15 days after the divorce is final in order to avoid penalties.

REAL ESTATE: PART B concerns real estate which you or your spouse own, have an option on, or which you are buying or selling. If you own real estate, have an option on real estate, or are buying or selling some real estate, you should fill out PART B very carefully. Otherwise, you may leave PART B blank.

SEPARATE PROPERTY: If you believe any of the property you list is not community property, write "separate property" in the margin by the property. If you do not write "separate property" in the margin, we will assume that it is community property.

SEPARATE DEBTS: Write "separate debt" by any debt which you feel is not a community obligation.

DEBTS: You should make sure that all the debts which you and your spouse owe are listed in PART C. If they are not listed in PART C, there may be confusion later regarding who is required to pay them. The obvious debts are charge accounts and loans, but you should also consider the less obvious debts such as loans from your families and income taxes owed for this or previous years.

SEPARATION AGREEMENTS: If you have signed any agreement regarding your property and debts, a copy of that agreement will have to be filed with the court. You must bring a copy to your conference so that the attorney can advise you regarding it. If you do not bring a copy to your conference, your papers may have to be changed later and there may be additional charges.

SPOUSAL MAINTENANCE: PART D deals with spousal maintenance (alimony). Spousal maintenance is not required in all cases. If you feel spousal maintenance is appropriate in your case, you should put down the exact amount which should be paid, the date on which it should begin, and the date on which it should end.

PART A. PERSONAL PROPERTY

**IMPORTANT:** You should check one or more boxes after each question in this section and fill in any blanks after the boxes which you check. If you are describing a piece of property, be very specific so that it will not be confused with another piece of property.

1. FURNITURE, DISHES, SILVERWARE, TOOLS, CLOTHING, AND JEWELRY

We have already divided up these items, and the husband and wife should keep what each now has in his or her possession.

The WIFE should receive the following furniture, dishes, silverware, tools, clothing or jewelry in addition to that which she now has in her possession:

\_\_\_\_\_

\_\_\_\_\_

The HUSBAND should receive the following furniture, dishes, silverware, tools, clothing or jewelry in addition to that which he now has in his possession:

\_\_\_\_\_

\_\_\_\_\_

2. BANK ACCOUNTS, CERTIFICATES OF DEPOSIT, AND SAFE DEPOSIT BOXES

Neither of us has any bank accounts, certificates of deposit or safe deposit boxes.

Each party should get any bank accounts and certificates of deposit which are now in the name of that party only.

The WIFE should get the following:

NAME OF BANK	ACCOUNT NO.	CERTIFICATE NO.	BOX NO.
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

The HUSBAND should get the following:

NAME OF BANK	ACCOUNT NO.	CERTIFICATE NO.	BOX NO.
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3. AUTOMOBILES, TRUCKS, MOTORCYCLES, AND OTHER VEHICLES

Neither of us has any automobiles, trucks, motorcycles or other vehicles.

The WIFE should get the following automobiles, trucks, motor-cycles or other vehicles:

YEAR	MAKE (BRAND)	TYPE OF VEHICLE	LICENSE NUMBER
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

The HUSBAND should get the following automobiles, trucks, motor-cycles or other vehicles:

YEAR	MAKE (BRAND)	TYPE OF VEHICLE	LICENSE NUMBER
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. TRAILERS, MOBILE HOMES, BOATS, AND AIRPLANES

Neither of us has any trailers, mobile homes, boats or airplanes.

The WIFE should get the following:

YEAR	MAKE (BRAND)	TYPE OF VEHICLE	LICENSE NUMBER
_____	_____	_____	_____
_____	_____	_____	_____

The HUSBAND should get the following:

YEAR	MAKE (BRAND)	TYPE OF VEHICLE	LICENSE NUMBER
_____	_____	_____	_____
_____	_____	_____	_____

5. LIFE INSURANCE

- Neither of us has any life insurance policies.
- The husband should get the policies on his life, and the wife should get the policies on her life.

6. RETIREMENT BENEFITS - PENSIONS (INCLUDING MILITARY), 401(k) PLANS, IRAs, ETC.

**Community Property.** Retirement benefits acquired during the marriage (pension, profit sharing, 401(k) plans, IRAs, etc.) are community property. Each spouse is entitled to half of whatever either of you acquired during the marriage, and the court can split up the retirement benefits so that payments are made directly to you. You should investigate any retirement benefits to which your spouse is entitled to see if they were acquired during the marriage. You can do this by contacting the plan administrator.

- Neither of us has any military retirement benefits, IRAs, pension plans, profit sharing plans, 401(k) plans, or other retirement benefits. If you check this box, you do not have to fill out the remainder of this Section 6.

**Retirement Benefits NOT to Be Divided.** If either of you is to receive 100% of a retirement benefit earned that party, you can just list the benefit here and there will be no additional fees. If one of you is to receive a part of a retirement benefit earned by the other party, do not list it here but list it below under "Retirement Benefits to Be Divided."

- The WIFE should receive all her retirement benefits with the following employers businesses:

\_\_\_\_\_

- The HUSBAND should receive all his retirement benefits with the following employers businesses:

\_\_\_\_\_

**Retirement Benefits to Be Divided.** If either of you is to receive a portion of a retirement benefit earned by the other party, a special order will have to be prepared called a qualified domestic relations order (QDRO). The QDRO awards each of you a portion of the retirement benefit and directs the retirement administrator to pay that portion directly to the recipient. The QDRO will have to be submitted to the company before the divorce is final to make sure that it will be effective. The additional fee for a QDRO is \$350. If you want a retirement benefit divided, list it here.

1. The  HUSBAND  WIFE earned benefits with the following employer which should be divided:

1. Name of retirement plan: \_\_\_\_\_

The other spouse should receive either (1) \_\_\_\_\_ % of the benefits OR (2) \$ \_\_\_\_\_ per month.

2. The  HUSBAND  WIFE earned benefits with the following employer which should be divided:

1. Name of retirement plan: \_\_\_\_\_

The other spouse should receive either (1) \_\_\_\_\_ % of the benefits OR (2) \$ \_\_\_\_\_ per month.

7. STOCKS, BONDS, AND MUTUAL FUNDS NOT IN IRAs OR RETIREMENT PLANS

- Neither of us has any stocks, bonds, or mutual funds other than those in the above retirement plans.
- Each of us should receive all stocks, bonds, and mutual funds in our separate names.
- The WIFE should get all stocks, bonds and mutual funds in her name and the following (if any):

\_\_\_\_\_  
\_\_\_\_\_

- The HUSBAND should get all stocks, bonds and mutual funds in his name and the following (if any):

\_\_\_\_\_  
\_\_\_\_\_

8. BUSINESS INTERESTS AND PARTNERSHIPS

- Neither of us has any business interests or partnerships.
- The WIFE should receive all assets of the following business:

\_\_\_\_\_

- The HUSBAND should receive all assets of the following business:

\_\_\_\_\_

9. MONEY OWED TO US (FOR PROPERTY WE SOLD, LOANS, ACCIDENTS, ETC.)

- Neither of us has any claims for money owed to us for property we sold, loans we made, accidents we were in, state industrial claims, disability claims, negligence or malpractice claims, etc.
- The WIFE should receive all the money which is or may be owed by: \_\_\_\_\_

\_\_\_\_\_

- The HUSBAND should receive all the money which is or may be owed by: \_\_\_\_\_

\_\_\_\_\_

10. INCOME TAX REFUNDS (If you check the first box in this question 10, do not check any of the others)

- Neither of us is entitled to an income tax refund.
- The WIFE should receive all of any income tax refund resulting from taxes withheld by her employer.
- The HUSBAND should receive all of any income tax refund resulting from taxes withheld by his employer.
- Each of us should receive half of any income tax refunds due either of us for the income taxes we paid during 200\_\_.

## PART B. REAL ESTATE

**IMPORTANT:** You do not have to fill out this PART B if you do not own or have an option to buy any interest in real estate, and you are not buying or selling any real estate. If you do not fill out this PART B, we will assume that neither of you owns, has an option, or is buying or selling any interest in real estate.

### STEPS TO FILL OUT THIS PART B:

Make a copy of any DEED or CONTRACT which has the legal description of the property you own or are buying. Do NOT bring in a copy of your property tax statement. The legal descriptions on tax statements are almost always incomplete and cannot be used. Write the address of the property on the copy of the legal description, and bring the copy of the legal description to your conference with the attorney.

#### 1. FIRST PIECE OF REAL ESTATE

ADDRESS: \_\_\_\_\_

- The WIFE should get this property and any buildings on it.
- The HUSBAND should get this property and any buildings on it.
- This real estate should be distributed as follows: \_\_\_\_\_  
\_\_\_\_\_

#### 2. SECOND PIECE OF REAL ESTATE

ADDRESS: \_\_\_\_\_

- The WIFE should get this property and any buildings on it.
- The HUSBAND should get this property and any buildings on it.
- This real estate should be distributed as follows: \_\_\_\_\_  
\_\_\_\_\_

## PART C. WRITTEN PRENUPTIAL OR PROPERTY DIVISION AGREEMENTS

- We have no written prenuptial or property settlement agreement regarding the division of our property and debts.
- We have a written prenuptial or property settlement agreement dated \_\_\_\_\_, and this agreement should be  APPROVED or  NOT approved. Be sure to bring a copy of this agreement to your conference with the attorney.

PART C. DEBTS

1.  Neither of us has any unpaid charge accounts, house payments, car payments, loans, taxes, or other debts.
2.  The WIFE should pay the following charge accounts, house payments, car payments, loans, taxes, and other debts:

COMPANY OR PERSON TO WHOM DEBT IS OWED	AMOUNT OWED
_____	_____
_____	_____
_____	_____
_____	_____

3.  The HUSBAND should pay the following charge accounts, house payments, car payments, loans, taxes, and other debts:

COMPANY OR PERSON TO WHOM DEBT IS OWED	AMOUNT OWED
_____	_____
_____	_____
_____	_____
_____	_____

IMPORTANT: You should contact each of the above creditors to have your name taken off the accounts your spouse is to pay and to have your spouses name taken off the accounts you are to pay. This will prevent you from being liable for charges your spouse may make in the future. If the creditor will not make the change you request, you should write a letter to the creditor stating that you are obtaining a divorce and that you will no longer be responsible for charges made by your spouse. You should keep a copy of the letter as evidence that you sent it.

PART D. SPOUSAL MAINTENANCE (ALIMONY)

1.  Neither party should be ordered to pay spousal maintenance (alimony).
2. The  HUSBAND  WIFE should be ordered to pay separate maintenance of \$ \_\_\_\_\_ per month on the first day of each month for a period of \_\_\_\_\_ months beginning with the month of \_\_\_\_\_, 200 \_\_\_\_.

### SECTION 3. CHILDREN OF THIS MARRIAGE

WHICH CHILDREN? The following dependent children are considered children of this marriage and must be listed in this section: (1) children born or conceived during this marriage; (2) children adopted by one or both of you during this marriage; and (3) children born before the marriage if the husband and wife are the parents of the children.

DEPENDENT CHILDREN Generally, a dependent child is one who is not married or otherwise self-supporting. A child who is under age eighteen or still attending high school should be listed as a dependent child unless the child lives outside the family home and is married or self-supporting. A child who has graduated high school and is eighteen years or older is normally not considered dependent, but you may agree that support should continue longer because the child has some special needs or is attending college and needs assistance with educational expenses. There is a section on page 21 dealing with college and trade school expenses.

HOW MANY PAGES SHOULD I FILL OUT? You should fill out one of the following pages for each child who was born or conceived during this marriage or adopted during the marriage. There are four blank pages. Use only as many pages as you need. If you need more than four pages, make copies of one of the pages and use the copies for additional children.

PART A On each page there is a PART A. This part must be filled out for each child.

PART B On each page there is a PART B. You can leave PART B blank unless you know that one of the following two things has happened:

- (1) a lawsuit in any state has been started in the past or is now going on regarding the custody, paternity, or dependency of this child; or
  - (2) some person other than the father or mother claims to have visitation rights with this child.
- If you know that one of these things has happened, you must describe it in PART B.

INCOMPLETE INFORMATION: If you leave any lines in this section blank, we will assume that there was no relevant information which should be included on that line.

STEPCHILDREN: You should not fill out any of the pages in this section for stepchildren unless the stepparent has adopted the stepchild in a formal court action.

THE FIRST (OLDEST) CHILD BORN DURING THIS MARRIAGE

PART A. PARENTING PLAN INFORMATION

1. Full name of child: \_\_\_\_\_ Date of birth (include year): \_\_\_\_\_

2. Age: \_\_\_\_\_ Social Security Number (If blank, we will assume there is none): \_\_\_\_\_

3. INCOME TAX EXEMPTION: The following parent should be awarded the income tax exemption for this child each year:

Father

Mother

4. Present Address of the Child (include street address, city & state):

\_\_\_\_\_  
\_\_\_\_\_

5. If, during the past five years, this child has lived (1) outside the State of Washington or (2) with any person other than you or your spouse, list each city and state and the names and present addresses of the persons with whom the child lived at that time:

City, State Where  
Child Resided

Person With Whom  
Child Resided

Present Address of This Person

\_\_\_\_\_  
\_\_\_\_\_

PART B. CUSTODY LAWSUITS AND CLAIMS BY NONPARENTS

6. If any persons other than you or your spouse have physical custody of this child or claim to have custody or visitation rights with respect to this child, list them here:

\_\_\_\_\_  
\_\_\_\_\_

7. Describe any legal action in any state which has happened in the past or which is going on now concerning the custody, paternity or dependency of this child and bring a copy of the court papers in with this questionnaire:

\_\_\_\_\_  
\_\_\_\_\_

THE SECOND CHILD BORN DURING THIS MARRIAGE

PART A. PARENTING PLAN INFORMATION

- 1. Full name of child: \_\_\_\_\_ Date of birth (include year): \_\_\_\_\_
- 2. Age: \_\_\_\_\_ Social Security Number (If blank, we will assume there is none): \_\_\_\_\_
- 3. INCOME TAX EXEMPTION: The following parent should be awarded the income tax exemption for this child each year:

Father                       Mother

- 4. Present Address of the Child (include street address, city & state):  
\_\_\_\_\_  
\_\_\_\_\_

- 5. If, during the past five years, this child has lived (1) outside the State of Washington or (2) with any person other than you or your spouse, list each city and state and the names and present addresses of the persons with whom the child lived at that time:

City, State Where Child Resided	Person With Whom Child Resided	Present Address of This Person
_____	_____	_____
_____	_____	_____

PART B. CUSTODY LAWSUITS AND CLAIMS BY NONPARENTS

- 6. If any persons other than you or your spouse have physical custody of this child or claim to have custody or visitation rights with respect to this child, list them here:  
\_\_\_\_\_  
\_\_\_\_\_
- 7. Describe any legal action in any state which has happened in the past or which is going on now concerning the custody, paternity or dependency of this child and bring a copy of the court papers in with this questionnaire:  
\_\_\_\_\_  
\_\_\_\_\_

THE THIRD CHILD BORN DURING THIS MARRIAGE

PART A. PARENTING PLAN INFORMATION

1. Full name of child: \_\_\_\_\_ Date of birth (include year): \_\_\_\_\_

2. Age: \_\_\_\_\_ Social Security Number (If blank, we will assume there is none): \_\_\_\_\_

3. INCOME TAX EXEMPTION: The following parent should be awarded the income tax exemption for this child each year:

Father

Mother

4. Present Address of the Child (include street address, city & state):

\_\_\_\_\_  
\_\_\_\_\_

5. If, during the past five years, this child has lived (1) outside the State of Washington or (2) with any person other than you or your spouse, list each city and state and the names and present addresses of the persons with whom the child lived at that time:

City, State Where  
Child Resided

Person With Whom  
Child Resided

Present Address of This Person

\_\_\_\_\_  
\_\_\_\_\_

PART B. CUSTODY LAWSUITS AND CLAIMS BY NONPARENTS

6. If any persons other than you or your spouse have physical custody of this child or claim to have custody or visitation rights with respect to this child, list them here:

\_\_\_\_\_  
\_\_\_\_\_

7. Describe any legal action in any state which has happened in the past or which is going on now concerning the custody, paternity or dependency of this child and bring a copy of the court papers in with this questionnaire:

\_\_\_\_\_  
\_\_\_\_\_

THE FOURTH CHILD BORN DURING THIS MARRIAGE

PART A. PARENTING PLAN INFORMATION

- 1. Full name of child: \_\_\_\_\_ Date of birth (include year): \_\_\_\_\_
- 2. Age: \_\_\_\_\_ Social Security Number (If blank, we will assume there is none): \_\_\_\_\_
- 3. INCOME TAX EXEMPTION: The following parent should be awarded the income tax exemption for this child each year:

Father                       Mother

- 4. Present Address of the Child (include street address, city & state):  
\_\_\_\_\_  
\_\_\_\_\_

- 5. If, during the past five years, this child has lived (1) outside the State of Washington or (2) with any person other than you or your spouse, list each city and state and the names and present addresses of the persons with whom the child lived at that time:

City, State Where Child Resided	Person With Whom Child Resided	Present Address of This Person
_____	_____	_____
_____	_____	_____

PART B. CUSTODY LAWSUITS AND CLAIMS BY NONPARENTS

- 6. If any persons other than you or your spouse have physical custody of this child or claim to have custody or visitation rights with respect to this child, list them here:  
\_\_\_\_\_  
\_\_\_\_\_
- 7. Describe any legal action in any state which has happened in the past or which is going on now concerning the custody, paternity or dependency of this child and bring a copy of the court papers in with this questionnaire:  
\_\_\_\_\_  
\_\_\_\_\_

**SECTION 4. RESIDENTIAL SCHEDULE FOR CHILDREN**

**IMPORTANT:** THE COURT WILL NOT GRANT YOUR DIVORCE UNLESS YOU HAVE SUBMITTED A PARENTING PLAN WITH A RESIDENTIAL SCHEDULE IN THE REQUIRED FORM. The "Parenting Act" requires that the residential schedule in your papers specify where your children will be on every day of the year. You can achieve this by putting some specific entry in each part of this section. The judge will not accept phrases like "reasonable visitation" or "liberal visitation," and you CANNOT leave the decision to be made later with phrases such as "whenever he/she want to see the child" or "whenever the child wants" or "as agreed."

**NOTE:** If this residential schedule will not apply to all your children, you must make copies of this Section 4 and fill out a separate copy for the children who have a different residential schedule. We will then make two separate parenting plans. The additional charge for the second parenting plan will be \$50.

**PART A. HOLIDAYS AND OTHER SPECIAL OCCASIONS** - Put one "X" for each day

	Mother Every Year	Father Every Year	Mother-Even Years Father-Odd Years	Father-Even Years Mother-Odd Years
New Year's Day	_____	_____	_____	_____
ML King Day	_____	_____	_____	_____
President's Day	_____	_____	_____	_____
Memorial Day	_____	_____	_____	_____
Fourth of July	_____	_____	_____	_____
Labor Day	_____	_____	_____	_____
Veteran's Day	_____	_____	_____	_____
Thanksgiving Day	_____	_____	_____	_____
Christmas Eve	_____	_____	_____	_____
Christmas Day	_____	_____	_____	_____
_____	_____	_____	_____	_____
Mother's Day	_____	_____	_____	_____
Father's Day	_____	_____	_____	_____
Mother's Birthday	_____	_____	_____	_____
Father's Birthday	_____	_____	_____	_____
Child's Birthday	_____	_____	_____	_____
_____	_____	_____	_____	_____

These special occasions begin at 9:00 a.m. on the special day and end at 9:00 a.m. the following day unless you inform us of different times.

**PRIMARY RESIDENCE:** In the five parts of this Section beginning with PART B on the next page, the residence of one parent or the other must be designated as the primary residence of the children. In each part indicate which parent's residence will be the primary residence by putting an "X" in the box next to that parent. Then list the times the children will reside with the other parent in the blanks provided. Do NOT put an "X" in the box next to both parents.

**RESTRICTED CONTACT:** If the children's contact with the other parent should be restricted or eliminated, you must still fill out the next five parts. If there is to be NO CONTACT, write "no contact" for the time spent with the other parent. If there are to be NO OVERNIGHTS, put down that the time with the other parent begins and ends on the same day.

PART B. PRE-SCHOOL SCHEDULE

1. Prior to enrollment in school, primary residence shall be with:

- Mother                       Father                       Children are already in school

2. Prior to enrollment in school, the children will reside with the other parent at the following times:

- The second and fourth full weekends of each month beginning at 6:00 p.m. on Friday and ending at 6:00 p.m. on Sunday.
- Other: \_\_\_\_\_

PART C. SCHOOL YEAR SCHEDULE

1. During the children's school year, they shall reside primarily with:

- Mother                       Father

2. The children will reside with the other parent at the following times during the school year:

- The second and fourth full weekends of each month beginning at 6:00 p.m. on Friday and ending at 6:00 p.m. on Sunday.
- Other: \_\_\_\_\_
- Other: \_\_\_\_\_

PART D. WINTER (CHRISTMAS) VACATION SCHEDULE

1. During the children's Winter Vacation each year, they shall reside primarily with:

- Mother                       Father

2. The children will reside with the other parent at the following times during the Winter Vacation each year:

- The second half of the vacation each year.

Other: \_\_\_\_\_

PART E. OTHER SCHOOL BREAKS

1. During the children's Spring Vacation each year, they shall reside primarily with:

- Mother                       Father

2. The children will reside with the other parent at the following times during the Spring Vacation each year:

\_\_\_\_\_

PART F. SUMMER SCHEDULE

1. During Summer Vacations from school each year, the children shall reside primarily with:

Mother

Father

2. During Summer Vacations, the children will reside with the other parent at the following times:

The second and fourth full weekends of each month beginning at 6:00 p.m. on Friday and ending at 6:00 p.m. on Sunday.

The month(s) of July and \_\_\_\_\_ each year.

Other: \_\_\_\_\_

Other: \_\_\_\_\_

Other: \_\_\_\_\_

PART G. VACATION WITH PARENTS

1.  The children should spend each parent's vacation with that parent each year

2.  Vacations with parents should be as follows:

\_\_\_\_\_

PART H. TRANSPORTATION ARRANGEMENTS - NOT EXPENSES

If you want any provisions in the parenting plan regarding transportation arrangements (other than expenses) between the parents, list them here:

\_\_\_\_\_  
\_\_\_\_\_

SECTION 5: DECISION MAKING AND DISPUTE RESOLUTION

1. Primary decisions regarding the children should be made as follows:

Education Decisions:             Mother             Father             Joint

Non-emergency Health Care:    Mother             Father             Joint

Religious Upbringing:            Mother             Father             Joint

The other party should be excluded from all decision making for the reason or reasons checked on the next page.

2. Disputes between the parties should be handled by (check one):
- Counseling by local county family services or by \_\_\_\_\_
  - Mediation by local county family services or by \_\_\_\_\_
  - Arbitration by local county family services or by \_\_\_\_\_
  - Court action ONLY - You may only check this box if you have also checked at least one reason for special restrictions in Section 6 below.
3. The cost of any counseling, mediation or arbitration should be paid:
- \_\_\_\_\_% by the mother and \_\_\_\_\_% by the father
  - based on each party's proportional income from line 6 of the child support worksheets
  - as determined in the dispute resolution process

#### SECTION 6. REASONS FOR SPECIAL RESTRICTIONS

1.  There are no special restrictions on either parent (skip number 2 below)
2. The following are the reasons for the special restrictions:
- Willful abandonment for an extended period of time or substantial refusal to perform parenting functions.
  - Physical, sexual or a pattern of emotional abuse of a child.
  - A history of domestic violence as defined in RCW 26.50.010(1) or an assault or sexual assault which causes grievous bodily harm or the fear of such harm.
  - Neglect or substantial nonperformance of parenting functions.
  - A long-term emotional or physical impairment which interferes with the performance of parenting functions as defined in RCW 26.09.004.
  - A long-term impairment resulting from drug, alcohol, or other sub-stance abuse that interferes with the performance of parenting functions.
  - The absence or substantial impairment of emotional ties between parent and child.
  - The abusive use of conflict by the parent which creates the danger of serious damage to the child's psychological development.
  - A parent has withheld from the other parent access to the child for a protracted period without good cause.

SECTION 7. CHILD SUPPORT INFORMATION

Washington State law REQUIRES that the following information be submitted to the court in every divorce case. If the information is not provided, the court will not grant your divorce. You must put some entry in EVERY blank. If you leave any blank empty, we will assume that the answer is "\$0". If you expect a change in jobs or income during the 90 day waiting period, you should put down the income you expect to receive after the change.

EVERY ENTRY MUST BE FOR A MONTH - not hourly, weekly, etc. If you do not have pay stubs available, you can estimate. If you are not paid monthly, you will need to convert the to a monthly amount as follows:

- If you are paid WEEKLY, multiply ALL amounts on your pay stub by 4.35
- If you are paid EVERY TWO WEEKS multiply ALL amount on your stub by 2.17
- If you are paid SEMI-MONTHLY, multiply ALL amounts on your pay stub by 2
- If you are using an income tax return, divide ALL amounts on the return by 12

**W-2 FORMS AND PAYCHECK STUBS : You should bring your W-2 form for last year and a current representative paycheck stub to your conference with the attorney.**

IMPORTANT: If you do not gather the required information before you return this questionnaire to us or if you change this information after we calculate the support, you will have to pay an additional \$25 fee to have the support amount calculated later or recalculated.

<u>1. MONTHLY GROSS INCOME:</u>	<u>FATHER</u>	<u>MOTHER</u>
a. Wages, Salaries, & Tips .....	\$ _____	\$ _____
b. Child Support or Public Assistance .....	\$ _____	\$ _____
c. Interest and Dividend Income .....		\$ _____
		\$ _____
d. Business Income .....	\$ _____	\$ _____
e. Spousal Maintenance (Alimony) Received From Former Spouse Or To Be Received From This Spouse .....	\$ _____	\$ _____
f. Other Income From _____ .....	\$ _____	\$ _____
 <u>2. MONTHLY DEDUCTIONS FROM GROSS INCOME:</u>		
a. Income Taxes .....	\$ _____	\$ _____
b. FICA and/or Self-Employment Taxes .....	\$ _____	\$ _____
c. State Industrial Insurance Deductions .....	\$ _____	\$ _____
d. Required Union/Professional Dues .....	\$ _____	\$ _____
e. Required Pension Plan Payments .....	\$ _____	\$ _____
f. Spousal Maintenance (Alimony) Paid To A Former Spouse Or To Be Paid To This Spouse .....	\$ _____	\$ _____
g. Normal Business Expenses .....	\$ _____	\$ _____

3. MONTHLY EXPENSES OF CHILDREN PAID DIRECTLY TO THIRD PARTIES:

List all expenses each parent is paying now and all expenses each parent should be ordered to pay.

The following expense(s) should be paid by: FATHER      MOTHER

a. Monthly Health Insurance Premiums .....	\$ _____	\$ _____
b. Uninsured Monthly Health Care Expenses .....	\$ _____	\$ _____
c. Day Care Expenses .....	\$ _____	\$ _____
d. Education Expenses .....	\$ _____	\$ _____
e. Long Distance Transportation Costs .....	\$ _____	\$ _____
f. Other Special Expenses (describe below) .....	\$ _____	\$ _____
_____	\$ _____	\$ _____

EMPLOYMENT INFORMATION

The following information MUST be provided in order to obtain your divorce. Put an "X" in the appropriate boxes and supply the requested information. Be sure to include the Social Security numbers. The new mandatory child support order form requires that both parties' date of birth, home telephone number, and driver's license number/state be included as part of the order.

1. The HUSBAND:  is employed. His employer is \_\_\_\_\_  
 Employer's Address (if known) \_\_\_\_\_  
 \_\_\_\_\_  
 Employer's Telephone Number \_\_\_\_\_
- is unemployed & receives monthly unemployment pay of \$ \_\_\_\_\_

2. The WIFE:  is employed. Her employer is \_\_\_\_\_  
 Employer's Address (if known) \_\_\_\_\_  
 \_\_\_\_\_  
 Employer's Telephone Number \_\_\_\_\_
- is unemployed & receives monthly unemployment pay of \$ \_\_\_\_\_

PUBLIC ASSISTANCE (WELFARE) AND STATE MEDICAL ASSISTANCE

If either parent is receiving Public Assistance (welfare) or state medical assistance for the children, you must bring a copy of a current pay stub for each parent to the conference with the attorney.

- neither parent is receiving Public Assistance (welfare) or state medical assistance for the children.
- MOTHER or  FATHER is receiving Public Assistance (welfare) or state medical assistance for the children.

OPTIONAL CHILD SUPPORT MATTERS

You must check one of the boxes in paragraph 1 (MEDICAL INSURANCE), but you are not required to check any of the other boxes on this page unless you want the parent paying support ordered to pay the expense you check IN ADDITION to regular monthly child support payments.

1. MEDICAL INSURANCE (REQUIRED):

The following parent shall provide health insurance for the children if the insurance is or becomes available through employment or is union related and the cost of such coverage does not exceed 25% of the obligated parent's basic child support obligation:

Mother                       Father                       Both Parents

The same parent should be ordered to carry medical insurance even if it is not available through employment and is not union related.

2. DENTAL INSURANCE AND EXPENSES (NOT REQUIRED):

The parent paying support should also be ordered to purchase dental insurance on the dependent children even if the insurance is no longer available through that parent's employment.

Dental expenses not covered by insurance shall be paid by the:

Mother                       Father                       Each Parent Pays Half

3. DIRECT PAYMENTS TO THIRD PARTIES BY PARENT PAYING SUPPORT (NOT REQUIRED):

The parent paying support should also pay \_\_\_\_\_% of the following expenses of the children before they reach age eighteen:

Day care                       Education                       Long Distance Transportation

Other: \_\_\_\_\_

4. COLLEGE, BUSINESS SCHOOL, OR TRADE SCHOOL EXPENSES (NOT REQUIRED):

The following parent should be required to pay the college, business school or trade school expenses of the children:

Mother                       Father                       Each Parent Pays Half

5. LIFE INSURANCE (NOT REQUIRED):

The parent paying child support should also be required to purchase life insurance (\$50,000 per child) to cover support and other obligations. The beneficiary of the insurance should be:

the parent receiving support or  the child

## OPTIONAL SUPPORT MATTERS

You must check one of the boxes in paragraph 1 (MEDICAL INSURANCE), but you are not required to check any of the other boxes on this page unless you want the parent paying support ordered to pay the expense you check IN ADDITION to regular monthly child support payments.

1. MEDICAL INSURANCE (REQUIRED):

The following parent shall provide health insurance for the children if the insurance is or becomes available through employment or is union related and the cost of such coverage does not exceed 25% of the obligated parent's basic child support obligation:

Mother                       Father                       Both Parents

The same parent should be ordered to carry medical insurance even if it is not available through employment or is union related.

2. DENTAL INSURANCE AND EXPENSES (NOT REQUIRED):

The following parent should be ordered to purchase dental insurance on the dependent children:

CHECK ONLY ONE:  Mother OR  Father

Dental expenses not covered by insurance shall be paid by the:

Mother                       Father                       Each Parent Pays Half

3. DIRECT PAYMENTS TO THIRD PARTIES BY PARENT PAYING SUPPORT (NOT REQUIRED):

The parent paying support should also pay \_\_\_\_\_% of the following expenses of the children before they reach age eighteen:

Day care                       Education                       Long Distance Transportation

Other: \_\_\_\_\_

4. COLLEGE, BUSINESS SCHOOL, OR TRADE SCHOOL EXPENSES (NOT REQUIRED):

The following parent should be required to pay the college, business school or trade school expenses of the children:

Mother                       Father                       Each Parent Pays Half

5. LIFE INSURANCE (NOT REQUIRED):

The parent paying child support should also be required to purchase life insurance (\$50,000 per child) to cover support and other obligations. The beneficiary of the insurance should be:

the parent receiving support or  the child

PART E. DEPENDENT STEPCHILDREN

1.  Neither of us has any dependent children of a previous relationship.
2.  We have the following dependent stepchildren:

Wife's Children of Previous Relationships

Husband's Children of Previous Relationships

Full Name: \_\_\_\_\_ Age: \_\_\_\_

Full Name: \_\_\_\_\_ Age: \_\_\_\_

Full Name: \_\_\_\_\_ Age: \_\_\_\_

Full Name: \_\_\_\_\_ Age: \_\_\_\_

Full Name: \_\_\_\_\_ Age: \_\_\_\_

Full Name: \_\_\_\_\_ Age: \_\_\_\_

Full Name: \_\_\_\_\_ Age: \_\_\_\_

Full Name: \_\_\_\_\_ Age: \_\_\_\_

**SECTION 6. INSTRUCTION LETTER**

WHO SHOULD FILL OUT THIS SECTION? Everyone must fill out and sign this section. The letter on the back of this page tells me that you have filled out this questionnaire to the best of your knowledge, that you have tried to obtain the information requested, and that I can rely on your answers.

THIS LETTER IS ALSO A CONTRACT: The letter on the next page sets out exactly what you want me to do. It also tells some of the things you should not expect from me, so it is important that you read this letter carefully before signing it.

SHOULD MY SPOUSE SIGN THE LETTER? No. I am YOUR attorney - not your spouse's. I do NOT represent your spouse. If a dispute develops between you and your spouse during the 90 day waiting period, your spouse will have to obtain his or her own attorney. Also, I cannot represent you if I was previously retained to represent your spouse in a divorce from you.

WILL MY SPOUSE SIGN ANYTHING? Yes. Your spouse will have to sign one court document in order to start the 90 day waiting period. This will be explained to you. If your spouse refuses to sign, other arrangements can be made.

WHAT SHOULD I DO AFTER SIGNING THE LETTER? Call All Washington Legal Clinic of Seattle, Tacoma, and Everett to set up an appointment to deliver the ENTIRE ORIGINAL QUESTIONNAIRE (not just the pages you have filled out), copies of any legal descriptions, and the necessary fees.

INSTRUCTION LETTER TO TOM S. HYDE

I have read all the instructions in this questionnaire carefully, have answered all the questions to the best of my knowledge, and have made a reasonable attempt to find any information necessary to answer the questions accurately. My spouse has not previously hired Tom S. Hyde to obtain a divorce from me.

I agree to pay Tom S. Hyde a fee of \$250. I intend this \$250 to be payment for preparation of the papers necessary for my divorce based on the information contained in this questionnaire and for the signing and filing of those papers. It has also been explained to me that additional fees will have to be paid if my case requires a process server, mailing of documents or letters to me or my spouse, publication of the summons, changes after my papers have been prepared, communications with my spouse or with other attorneys, drafting an order to divide retirement benefits, monitoring inactive cases, or some other special attention. Any additional fees will have to be paid before the additional work is performed. If the additional fees are not paid as requested, I understand that Tom S. Hyde will withdraw from the case, and I will have to obtain the services of another attorney. I realize that no fee paid to Tom S. Hyde will be refunded for any reason.

I also understand that I will have to pay a separate filing fee to the county clerk of the county in which my papers are filed. If I decide not to have my case filed for any reason, this filing fee will be refunded to me less any additional fees then owing to Tom S. Hyde. If I change addresses I agree to provide my new address to Tom S. Hyde so that he will be able to refund any balance of this filing fee or any other similar fee. If I do not provide Tom S. Hyde with my new address, I authorize Tom S. Hyde to keep, as a part of his fee, any portion of the court filing fee or any similar fee which would otherwise have been refunded.

I have negotiated my own division of property and debts with my spouse, and I request that Tom S. Hyde prepare the papers to begin my divorce based upon the agreement which we have reached. I will then return to the offices of Tom S. Hyde and sign the papers. After I have signed these papers and my spouse has either signed the papers or been served with the papers, I will have to wait 90 days before my divorce can be finalized. If my divorce is being handled by publication of summons, I understand that the 90 day waiting period will not begin until the first date of publication. About two months after the waiting period begins, I agree to stop by the office of Tom S. Hyde and sign the final papers to complete my divorce.

I understand that the papers which will be prepared for me are not the ones which should be used if my spouse is contesting the parenting plan, the residential provisions for the children, child support or the division of property and debts. I am aware that Tom S. Hyde handles only uncontested divorces and agree that Tom S. Hyde's representation in this case is limited to uncontested matters. If my case becomes contested, Tom S. Hyde may withdraw from my case and refer me to another independent attorney, and I will have to make my own fee arrangements with that attorney.

I further understand that my divorce may be filed in a county other than the county in which I reside for efficiency reasons and that, if my spouse objects, I may have to pay an additional court filing fee to have the case transferred to a county in which one of us resides.

I understand that Tom S. Hyde will open a file with regard to my case, and I agree that all documents in that file and all documents which I deliver to Tom S. Hyde are the property of Tom S. Hyde. I understand that Tom S. Hyde will give me one copy of my petition and one copy of my decree without additional charge. If I want additional copies of my petition or decree or copies of any other documents in my file, I agree to pay a copying fee before the copies are made.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

\_\_\_\_\_  
PETITIONER