

BROWN and SEELYE

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YourDivorceAttorney.com

DIVORCE QUESTIONNAIRE

- SECTION 1. PERSONAL AND MARRIAGE INFORMATION** – PAGE 1 – This section contains basic information necessary to begin your case.
- 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. **Skip this part if you have no children born of this marriage.**
- SECTION 4. RESIDENTIAL SCHEDULE FOR CHILDREN** – PAGE 15 – This section sets out the specific times when the minor 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. **Skip this part if you have no children born of this marriage.**
- 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. **Skip this part if you have no children born of this marriage.**
- SECTION 6. RESTRICTIONS** – PAGE 18 – This section covers the reasons for any special restrictions in your parenting plan. **Skip this part if you have no children born of this marriage.**
- SECTION 7. CHILD SUPPORT** – PAGE 19 – This section is concerned with the payment of child support for children you listed in Section 3. **Skip this part if you have no children born of this marriage.**
- SECTION 8. INSTRUCTION LETTER** – PAGE 22 – The letter on the back of this questionnaire sets out the terms of your agreement with Brown and Seelye. It must be signed before we can begin work on your divorce. **MANDATORY SECTION TO READ AND SIGN. YOUR PAPERWORK WILL NOT BE PROCESSED WITHOUT THIS FORM BEING SIGNED.**

INSTRUCTIONS

IMPORTANT: Brown and Seelye 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.

1. You should fill out this questionnaire in pencil so that you can correct any mistakes or make any changes. It is important that you print your answers clearly. If your answers are not easily readable, the papers may contain errors.
2. If the space provided for any requested information is not large enough for you to complete your answer, continue your answer between the lines or in the margin of the page.
3. There are many boxes in the following pages. These boxes are used in order to make it easier for you to provide the needed information. It is very important that you read the sentence which follows each box carefully and put an "X" in every box which says what you want to say. If a box says something which you do not want to say, do not put an "X" in it.
4. Sometimes there are blank spaces in the sentence following a box. If you put an "X" in one of the boxes which has a blank space after it, be sure that you also fill in the blank spaces. If you put an "X" in one of these boxes without filling in the blank spaces, we cannot prepare your papers.
5. It is important that you fill in each blank with the exact information requested. If you are not sure about the information which should go into any blank space, you should make a reasonable effort to find the information. If you are not able to locate the information, fill in the blank space to the best of your knowledge.
6. After you have filled out this questionnaire, read and sign the instruction letter on the back of this questionnaire. Then call to make an appointment to deliver the questionnaire to BROWN and SEELYE together with the following fees:

DIVORCE: NO CHILDREN

Attorney Fees: \$330.00
Court Filing Fees: \$270.00
Total Cost \$600.00

DIVORCE: WITH CHILDREN

Attorney Fees: \$630.00
Court Filing Fees: \$270.00
Total Cost \$900.00

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.

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 need to fill out 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 in the 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 is 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 should try to locate him or her by contacting friends or relatives or friends. If you cannot find him or her you will need to contact an attorney to draw up special documents to proceed with your divorce.

PERSONAL INFORMATION REGARDING WIFE

Wife's Full Name: _____ Maiden Name: _____

Wife wants her name changed to: _____

Wife's Home Address: _____

City: _____ State: _____ Zip Code: _____

County: _____ Home Telephone: _____ Work Telephone: _____

Is the wife now in the military services: Yes No Is wife now pregnant? Yes No

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: _____

Husband wants his name changed to: _____

Husband's Home Address: _____

City: _____ State: _____ Zip Code: _____

County: _____ Home Telephone: _____ Work Telephone: _____

Is the Husband now in the military services: Yes No

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: _____, 200_____

City in which the marriage took place: _____

County in which the marriage took place (if you know): _____

State in which the marriage took place: _____

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, or 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 and filed a separation agreement you should not use these forms and should contact an attorney to proceed with your divorce.

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 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, certificates of deposit or safe deposit boxes 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, motorcycles or other vehicles:

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

The **HUSBAND** should get the following automobiles, trucks, motorcycles 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 trailers, mobile homes, boats or airplanes:

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

The **HUSBAND** should get the following trailers, mobile homes, boats or airplanes:

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

5. STOCKS, BONDS AND MUTUAL FUNDS (NOT IRA'S - PUT IRA'S ON PAGE 7, PART 10)

- Neither of us has any stocks, bonds or mutual funds.
- 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):

COMPANY OR FUND NAME (IS THIS A STOCK, BOND OR MUTUAL FUND?):

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

COMPANY OR FUND NAME (IS THIS A STOCK, BOND OR MUTUAL FUND?):

6. 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.

7. 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:

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

- Neither of us has any claims for money owed to us for property 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:

9. INCOME TAX REFUNDS

IMPORTANT

If you check the first box in this question 9, do not check any of the others. If you do not check the first box, read each of the sentences following the other boxes carefully before you check any of them.

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 refund due either party for the income taxes we paid during 200__.

10. RETIREMENT BENEFITS (INCLUDING MILITARY)

IMPORTANT:

Retirement benefits acquired during the marriage (pension, profit sharing, 401(k) plans, IRA's, 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 your marriage. You can do this by contacting the plan administrator. If you want the retirement benefits divided, should contact an attorney and should not use these forms. Use these forms only if you are going to keep your own accounts in your own names and not split them between you and your spouse.

Neither of us has any military retirement benefits, IRA's, pension plans, 401(k) plans, or other retirement benefits.

The **WIFE** should get all her retirement benefits from the following employers or from the following business which we own:

The **HUSBAND** should get all his retirement benefits from the following employers or from the following business which we own:

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 tax statement. The legal descriptions on tax statements are almost always incomplete and cannot be used. If you cannot find a copy of the Deed or Contract you should call the County Tax Assessor and **CAREFULLY** write down the tax parcel number they give you.

1. **FIRST PIECE OF REAL ESTATE** Tax Parcel Number: _____

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** Tax Parcel Number: _____

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 PARAGRAPHS

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 include a copy of this agreement if it is an informal agreement you wish the court to adopt..

PART D. DEBTS

Neither of us has any unpaid charge accounts, house payments, car payments, loans, taxes or other debts.

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

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

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

COMPANY OR PERSON TO WHOM DEBT IS PAID	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 E. SPOUSAL MAINTENANCE (ALIMONY)

- Neither party should be ordered to pay spousal maintenance (alimony).
- 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 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 old 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 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 child in a formal court action.

THE FIRST (OLDEST) CHILD BORN DURING THIS MARRIAGE

PART A. PARENTING PLAN INFORMATION

- 1. Full name of child: _____
- 2. Date of birth (include year): _____ Age: _____
- 3. Social Security # of child:(if blank, we will assume there is none) _____
- 4. **INCOME TAX EXEMPTION**: The following parent should be awarded the right to claim this child as a deduction for income tax purposes each year:

Father

Mother

- 5. Present address of the Child (include street address, city & state):

- 6. If, during the past five years, this child has lived (1) outside of 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 address 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

- 7. 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:

- 8. 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: _____
- 2. Date of birth (include year): _____ Age: _____
- 3. Social Security # of child:(if blank, we will assume there is none) _____
- 4. **INCOME TAX EXEMPTION**: The following parent should be awarded the right to claim this child as a deduction for income tax purposes each year:

Father

Mother

- 5. Present address of the Child (include street address, city & state):

- 6. If, during the past five years, this child has lived (1) outside of 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 address 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

- 7. 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:

- 8. 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: _____
- 2. Date of birth (include year): _____ Age: _____
- 3. Social Security # of child:(if blank, we will assume there is none) _____
- 4. **INCOME TAX EXEMPTION**: The following parent should be awarded the right to claim this child as a deduction for income tax purposes each year:

Father

Mother

- 5. Present address of the Child (include street address, city & state):

- 6. If, during the past five years, this child has lived (1) outside of 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 address 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

- 7. 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:

- 8. 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: _____
- 2. Date of birth (include year): _____ Age: _____
- 3. Social Security # of child:(if blank, we will assume there is none) _____
- 4. **INCOME TAX EXEMPTION**: The following parent should be awarded the right to claim this child as a deduction for income tax purposes each year:

Father

Mother

- 5. Present address of the Child (include street address, city & state):

- 6. If, during the past five years, this child has lived (1) outside of 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 address 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

- 7. 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:

- 8. 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. The judge will not accept phrases like “reasonable visitation” or “liberal visitation”. **YOU MUST FILL OUT THIS SECTION COMPLETELY TO AVOID ADDITIONAL WORK AND FEES.**

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 each child who has a different residential schedule.

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 Years Day	_____	_____	_____	_____
Martin L. 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 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 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 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 each month beginning at 6:00 p.m. on Friday and ending at 6:00 p.m. on Sunday.

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. SPRING VACATION SCHEDULE

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:

The second half of the vacation each year.

Other: _____

PART F. SUMMER SCHEDULE

1. During Summer Vacation from school year, they shall reside primarily with:

Mother

Father

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

The second and fourth full weekends 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 the parents shall 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

2. 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 impairment resulting from drug, alcohol or other substance abuse that interferes with the performance of the 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 the information is not available, put "unknown" in the blank. If you leave any blank empty, we will assume that the answer is "\$0".

EVERY ENTRY MUST BE FOR A MONTH - not hourly, weekly, etc.

CHANGES IN INCOME, DEDUCTIONS OR EXPENSES: Your divorce becomes effective at the end of the 90 day waiting period, so the amounts you put down below should reflect your situation as you expect it to be at the end of the 90 days. If you expect a change in jobs or income, you should put down the income you expect to receive after the change. If you are not sure about amounts, put down your best estimate. This will help you to avoid the expense of having your papers changed later.

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.

1. MONTHLY GROSS INCOME:

FATHER **MOTHER**

- | | | |
|------------------------------------------------|----------|----------|
| A. Wages, Salaries & Tips..... | \$ _____ | \$ _____ |
| B. Child Support or Public Assistance..... | \$ _____ | \$ _____ |
| C. Interest and Dividend Income..... | \$ _____ | \$ _____ |
| D. Business Income..... | \$ _____ | \$ _____ |
| E. Spousal Maintenance (Alimony) Received..... | \$ _____ | \$ _____ |

NOTE: Include alimony received from any former spouse as well as alimony to be received from this spouse.

- | | | |
|--------------------------------------|----------|----------|
| F. Other Income From Any Source..... | \$ _____ | \$ _____ |
| Source of Other Income: _____ | | |

2. MONTHLY DEDUCTIONS FROM GROSS INCOME:

- | | | |
|------------------------------------------------|----------|----------|
| A. Income Taxes..... | \$ _____ | \$ _____ |
| B. FICA and/or Self-Employment Taxes..... | \$ _____ | \$ _____ |
| C. State Industrial Insurance Deductions..... | \$ _____ | \$ _____ |
| D. Required Union/Professional Dues..... | \$ _____ | \$ _____ |
| E. Pension Plan Payments..... | \$ _____ | \$ _____ |
| F. Spousal Maintenance (Alimony) Received..... | \$ _____ | \$ _____ |

NOTE: Include alimony received from any former spouse as well as alimony to be received from this spouse.

- | | | |
|-----------------------------------|----------|----------|
| G. Normal Business Expenses | \$ _____ | \$ _____ |
|-----------------------------------|----------|----------|

3. MONTHLY EXPENSES OF CHILDREN PAID TO THIRD PARTIES:

The parent who is listed as paying one of the following expenses will get credit for paying that amount against the child support, so list only the expenses which each parent is actually paying now. Do not list what you want the parent to pay in the future.

The following expense(s) are now being paid by:	<u>FATHER</u>	<u>MOTHER</u>
A. Monthly Health Insurance Premiums Paid for the Children.....	\$ _____	\$ _____
B. Uninsured Monthly Health Care Expenses Paid for the Children.....	\$ _____	\$ _____
C. Day Care Expenses Paid for the Children.....	\$ _____	\$ _____
D. Education Expenses Paid for the Children.....	\$ _____	\$ _____
E. Long Distance Transportation Costs Paid for the Children	\$ _____	\$ _____
F. Other Special Expenses Paid for the Children (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 \$ _____

Is receiving Public Assistance (welfare). Amount: \$ _____

1. The WIFE:

Is employed. Her employer is: _____

Employer's Address (if known): _____

Employer's Telephone Number: _____

Is unemployed & receives monthly unemployment pay of \$ _____

Is receiving Public Assistance (welfare). Amount: \$ _____

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 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 provide dental insurance on the dependent children:

Mother 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:

Daycare Education Long Distance Transportation

Other: _____

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

Mother Father Each Parent Pays Half

5. LIFE INSURANCE (NOT REQUIRED):

The parent paying child support should also be required to purchase life insurance (\$50,000.00 per child) to cover support and other obligations. The beneficiary of the insurance should be:

The parent receiving support The child

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 we 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 our firm, so it is important that you read this letter carefully before signing it.
- SHOULD MY SPOUSE SIGN THE LETTER?** No. We are **YOUR** attorney - not your spouse's. We 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, we cannot represent you if we were previously retained to represent your spouse in a divorce from you.
- WILL MY SPOUSE SIGN ANYTHING?** Yes. Your spouse will have to sign the court documents.
- WHAT SHOULD I DO AFTER SIGNING THE LETTER?**
1. Deliver the **ENTIRE QUESTIONNAIRE** (not just the pages you have filled out) along with the necessary fees to Brown and Seelye in person, by email, or by fax.
 2. **COPIES:** If you have any deeds or written agreements covering real estate, be sure that you enclose a copy of each and that you have written the address on the copy. You should also enclose copies of any of the court papers regarding any lawsuits in which you are involved.
 3. The fees should be paid by **CASH**, a **CASHIER'S CHECK** or a **MONEY ORDER** made out to BROWN and SEELYE.
- CASH, CASHIER'S CHECK OR MONEY ORDER?** **The reason that you must pay the fees this way is to save you time. Payment any other way could delay your papers for more than two weeks. There is a \$75 fee for checks returned for any reason.**

INSTRUCTION LETTER TO BROWN AND SEELYE

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 all information necessary to answer the questions accurately. My spouse has not previously hired Ellen Ann Brown or Susan H. Seelye or the law firm of BROWN and SEELYE to obtain a divorce from me.

I understand that I am entitled to a free consultation with an attorney from BROWN and SEELYE either in person or by telephone at any time upon my request. I agree to consult with BROWN and SEELYE if I have any problems or concerns regarding my paperwork BEFORE signing.

I agree that my spouse and I are in agreement on all issues and all property and debts have been divided. I also agree that we have no separation contracts or prenuptial agreements and that there are no restraining orders against either of us. I agree that neither of us will seek restraining orders through our divorce.

I understand that if either myself or my spouse has a retirement or pension that the person whose name is on the account will receive all the money and benefits from this account. I understand that all retirement benefits acquired during the marriage are community property (including pensions, profit sharing, 401ks etc) and that each spouse may be entitled to up to one half of whatever was put into these accounts during the marriage. I understand that a court could split up these benefits with a form called a QUADRO through an attorney and working with the Plan Administrator. I understand that if either of us wishes to have a pension or retirement fund divided that we should contact an attorney to help us with these documents and SHOULD NOT complete these forms.

I agree to pay the law firm of BROWN and SEELYE the following fees:

DIVORCE: NO CHILDREN

\$330 Attorney fees

\$270 Filing Fees

\$600 TOTAL

DIVORCE: WITH CHILDREN

\$630 Attorney fees

\$270 Filing Fee

\$900 TOTAL

I intend the “attorney fees” to be payment for the preparation of the papers necessary for my divorce based on the information contained in this questionnaire. I also understand that I will have to pay a separate filing fee of \$270 or more to the county clerk of the county in which my papers are filed and that the “attorney fees” will **NOT** be used to pay that separate filing fee. I also understand that additional fees will have to be paid if my case requires mailing of documents or letters to me or my spouse, changes in the papers after they have been prepared, communications with my spouse or with other attorneys, or some other special attention. Any additional fees will have to be paid before the additional work is done. If the additional fees are not paid as requested, I understand that BROWN and SEELYE will withdraw from my case, and I will have to obtain the services of another attorney. I realize that no “attorney fees” paid to BROWN and SEELYE will be refunded for any reason. I understand that all “court filing fees” will be fully refundable unless my case has already been filed and the funds delivered to the court in which case there will be no refund.

I have negotiated my own division of property and debts with my spouse, and request that BROWN and SEELYE prepare the papers to begin my divorce based upon the agreement which we have reached. 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 at least 90 days (usually 100 to 120 days before final documents are returned) before my divorce can be finalized.

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 BROWN and SEELYE handles only uncontested divorces and agree that BROWN and SEELYE will withdraw from my case if this case becomes contested and I will have to make my own fee arrangements with another attorney. I REALIZE THAT NO ATTORNEY FEES PAID TO BROWN AND SEELYE WILL BE REFUNDED FOR ANY REASON.

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 there is one page on the paperwork that will require notarization by both parties and that either my signature and/or my spouse's signature can be notarized at BROWN and SEELYE's Tacoma office for no additional charge to myself or to my spouse.

I understand that BROWN and SEELYE 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 BROWN and SEELYE are the property of BROWN and SEELYE. I understand that BROWN and SEELYE 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 any other documents in my file, I agree to pay a copying fee before the copies are made.

Dated this _____ Day of _____, 200____.

PETITIONER