

HOW TO FILL OUT YOUR FINANCIAL INFORMATION STATEMENT

In a suit for divorce, or in a petition to modify support, you will be asked to prepare a financial information statement for the court. The following instructions will help you to prepare the income and expense statements following this section.

You will need to estimate averages of some specific items in order to present information to the court. It is best to look over the last six to twelve months and average those amounts so that your figures will be accurate. Items which are easily averaged are utilities, telephone bills, gasoline, oil, groceries, and medical bills.

GUIDE TO THE MONTHLY EXPENSE WORKSHEET

A. RENTAL/MTG/HOUSEHOLD

1. *Rent/Mortgage/Insurance/Taxes* - If you pay rent, just list the rent that you are presently paying.

A house payment typically includes interest, principal, taxes and insurance. However, if you pay taxes separately, please list that here.

2. *Maintenance, Repairs and Service* - Many times things are overlooked in maintenance and repair which are not listed elsewhere. House repairs and maintenance include plumbing, electrical repair, air-conditioning, heating, appliance repair and service, lighting, exterminator service, pool, hot tub, burglar alarm. Services include yard maintenance, tree service, fertilizing, and spraying.
3. *Utilities* - Utilities include gas, water, electricity, and trash. Remember that an average of utility costs based upon a six-month average of January through June may be less than the period that includes the hot summer months of July and August. We want to fairly represent to the court what your costs will be.
4. *Telephone* - This is for basic service and long distance. Please average these expenses for at least six months, preferably longer.

B. AUTO

1. *Car payments* - Enter the amount of your car payment per month.
2. *Auto Insurance* - Call your auto insurance agent and ask what your insurance cost is going to be after the divorce. See what your insurance cost is at present so you will know if that expense will increase. If you have minor children who have driver' licenses, then, determine what it will cost you to insure them also. Break it down and show insurance for you plus insurance for the children to equal the total insurance on a monthly basis. List the monthly total.
3. *Gasoline and oil* - Try to use one credit card for all of your gasoline and oil so it will be easier to determine what your total costs are each month. List your average monthly cost.

4. *Maintenance and Repairs* - You may use the same credit card for this as for gasoline. It will be easy to determine the total costs of repairs only by reviewing the credit card bills and averaging the monthly costs. You may also need to include the cost of registration and inspections.

C. INSURANCE

1. *Life* - If you have life insurance premiums taken out of your pay check, account for this here and not in the itemized "Monthly Income Worksheet". (You don't want to double list this item.) If you have a life insurance premium that is not deducted from your pay check, show the monthly cost.
2. *Health* - If you have health insurance premiums taken out of your pay check, account for this here and not in the itemized "Monthly Income Worksheet". (You don't want to double list this item.) If you don't have your own health or hospitalization insurance, but coverage is dependent upon your spouse, as long as you are married, find out what separate coverage for yourself will cost.
3. *Other* - If you have other insurance such as disability insurance, liability insurance or insurance on antiques or jewelry, please make a detailed list on a separate sheet and we will include these expenses, if necessary.

D. FOOD/GROCERIES

1. *Groceries* - Include all average monthly grocery expense for food and non-food items for each person who will be living in your household during the pendency of the divorce. If before your divorce suit four people's grocery expenses are reflected in your records and during the suit you will be providing food for three people, multiply your pre-divorce grocery expense records by 3/4.
2. *School or Work Lunches* - Include the average monthly cost for each meal eaten outside the home including work lunches.

E. MEDICAL (Out of Pocket)

This is where you average uncovered doctor, dental, and drug costs including co-payments, and deductibles.

F. EDUCATION

Please include an average of the cost of school supplies, tuition payments, and activity fees.

G. PERSONAL

1. *Grooming* - Include monthly average for cut, color or other items you normally do.
2. *Clothing* - Include monthly average for yourself and any of your children you regularly buy for.
3. *Cleaning and Laundry* - This primarily refers to dry cleaning. Please include detergent and other incidentals with your average grocery
4. *Uniforms for Work* - If this is taken out of your paycheck, list it here rather than on your income worksheet.



H. CHILD CARE

List your average monthly cost for babysitting or daycare so you can work.

I. ENTERTAINMENT

List the average costs of movies, cable or satellite, eating out or other activities.

J. DUES (Union or Professional)

If these are taken out of your paycheck, list it here rather than on your income worksheet

K. OTHER

Include the expenses of the pets, cell phone, credit cards, loan payments or any other items that would otherwise not be accounted for.