

THE LAW OFFICES OF J.B. THOMAS & ASSOCIATES

CLIENT INTAKE SHEET – DIVORCE

Date _____ How were you referred to this office? _____

CLIENT INFORMATION (PETITIONER)

Name (First, Middle, Last, Maiden) _____

Address (Street, City, State, Zip) _____

Phone Number (Home) _____ (Work) _____ (Cell) _____

Email Address _____ SSN _____

Date of Birth(mm/dd/yyyy) _____ Place of Birth (City, State) _____

Highest level of education completed? _____

Have you lived in Virginia for the last 6 months? (Yes/No) _____ Number of Times Married _____

Are you active duty military? (Yes/No) _____

If Yes: Branch _____ Duty Station _____ Pay Grade _____

Is your spouse active duty military? (Yes/No) _____

If Yes: Branch _____ Duty Station _____ Pay Grade _____

Would you like to resume your maiden name? (Yes/No) _____

SPOUSE INFORMATION (RESPONDENT)

Name (First, Middle, Last, Maiden) _____

Address (Street, City, State, Zip) _____

Phone Number (Home) _____ (Work) _____ (Cell) _____

Email Address _____ SSN _____

Date of Birth (mm/dd/yyyy) _____ Place of Birth (City, State) _____

Highest level of education completed? _____

Has your spouse lived in Virginia for the last 6 months? (Yes/No) _____ Number of times married _____

MARRIAGE AND SEPARATION INFORMATION

Date of Marriage (mm/dd/yyyy) _____ Where were you married? (City, State) _____

Do you have your marriage certificate? (Yes/No) _____

Date of Separation (mm/dd/yyyy) _____ Do you have a separation agreement? (Yes/No) _____

In what city and state did you last live before separating? _____

Husband's place of employment:

Address of employer (Street, City, State, Zip) _____

Phone number _____ Current Annual Salary _____

Wife's place of employment:

Address of employer (Street, City, State, Zip) _____

Phone number _____ Current Annual Salary _____

Children:

Name: _____ Date of Birth (mm/dd/yyyy) _____

Who will have custody? (Husband/Wife/Joint) _____

Is there a court order for child support? (Yes/No) _____

Is there a court order for visitation? (Yes/No) _____