



Syndicate Subscription Legal Plans

DIVORCE / DISSOLUTION **CLIENT INTAKE QUESTIONNAIRE:**

HAVE YOU BEEN SERVED WITH DIVORCE PAPERS? There is a short deadline to respond (often 20–30 days, depending on your state). Contact us immediately. If you are in danger, call 911. National Domestic Violence Hotline: 1-800-799-7233.

CONFIDENTIAL. Syndicate assists with divorces and dissolutions of registered domestic partnerships nationwide. This form may be completed by (A) a spouse who is filing (Petitioner / Plaintiff), (B) a spouse who has been served (Respondent / Defendant), or (C) both spouses together in an agreed, uncontested divorce. Divorce laws, terms, and residency requirements vary by state. If a question does not apply, write "N/A." If unknown, write "Unknown." Attach additional pages if needed.

PART 1 — WHO IS COMPLETING THIS FORM?

1.1 Your role:

- ☐ A. Petitioner / Plaintiff — I want to file (or have filed) for divorce
- ☐ B. Respondent / Defendant — my spouse filed and I was served (also complete Part 10)
- ☐ C. Joint / Uncontested — we both agree to divorce and are completing this together (also complete Part 9)
- ☐ Not yet decided — I am considering divorce and want to understand my options

1.2 Type of case:

- ☐ Divorce / dissolution of marriage ☐ Dissolution of domestic partnership
- ☐ Legal separation ☐ Annulment *
- ☐ Not sure

** For annulment, please complete our Annulment Intake Form instead.*

Syndicate Plan Member ID: _____ **Plan Start Date:** _____

Preferred method of contact:

- ☐ Phone ☐ Text ☐ Email

Is it safe to contact you at the phone and email listed? ☐ Yes ☐ No

Safe contact method / times: _____

PART 2 — THE SPOUSES / PARTNERS

2A Spouse 1 (you, or Petitioner if joint):

Last Name: _____ First: _____ Middle: _____

Name before marriage / other names: _____ Date of Birth: _____

Address: _____

City: _____ County: _____ State: _____ Zip: _____

Phone: _____ Email: _____

SSN (last 4 only): _____ Occupation / Employer: _____

Gross Monthly Income: \$ _____ Time living in current state: _____



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Active-duty military or reserves? ☐ Yes ☐ No

2B Spouse 2 (other spouse, or co-petitioner if joint):

Last Name: _____ First: _____ Middle: _____

Name before marriage / other names: _____ Date of Birth: _____

Address: _____

City: _____ County: _____ State: _____ Zip: _____

Phone: _____ Email: _____

SSN (last 4 only): _____ Occupation / Employer: _____

Gross Monthly Income: \$ _____ Time living in current state: _____

Active-duty military or reserves? ☐ Yes ☐ No

2.1 Does Spouse 2 have a lawyer? ☐ Yes ☐ No

If yes — Name / Firm / Phone: _____

PART 3 — WHERE TO FILE (JURISDICTION & RESIDENCY)

3.1 State where the case is (or will be) filed: _____ County: _____

Most states require one spouse to live in the state (and sometimes the county) for a minimum period before filing. Requirements range from none to one year.

3.2 Has either spouse filed for divorce or separation in any other state or country? ☐ Yes ☐ No

If yes, explain: _____

3.3 Were you married outside the U.S., or does either spouse live outside the U.S.? ☐ Yes ☐ No

If yes, explain: _____

3.4 Is either spouse on active military duty? ☐ Yes ☐ No

Active-duty service members have special protections that can delay proceedings, and military retirement has special division rules.

3.5 Was this a "covenant marriage" (available in a few states)? ☐ Yes ☐ No

PART 4 — THE MARRIAGE / PARTNERSHIP

4.1 Date of marriage / registration: _____ City, State, Country: _____

4.2 Date of separation: _____

Are you still living in the same home? ☐ Yes ☐ No

4.3 Length of marriage (years / months): _____

4.4 Grounds (reason) for divorce:

☐ Irreconcilable differences / irretrievable breakdown (no-fault)

☐ Living separate and apart for required period

☐ Fault-based grounds (adultery, cruelty, abandonment, etc.)



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☐ Not sure

All states allow no-fault divorce. Some states also allow fault grounds, which can occasionally affect support or property.

4.5 Is there a prenuptial or postnuptial agreement? ☐ Yes ☐ No

4.6 Was either spouse previously married? ☐ Yes ☐ No

4.7 Is either spouse currently pregnant? ☐ Yes ☐ No

Some states will not finalize a divorce while a spouse is pregnant.

4.8 Does either spouse want to restore a former name? ☐ Yes ☐ No

If yes — name to be restored: _____

4.9 Is reconciliation possible, or would you consider counseling? ☐ Yes ☐ No

PART 5 — CHILDREN

5.1 Are there children of this marriage (born or adopted), or is either spouse pregnant? ☐ Yes ☐ No

Child's Name	Date of Birth	Lives Primarily With	State Lived In (last 6 months)

5.2 Custody and parenting time:

☐ Fully agreed ☐ Partially agreed ☐ Not agreed ☐ No children

5.3 Child support:

☐ Fully agreed ☐ Partially agreed ☐ Not agreed ☐ No children

For contested custody or support issues, please also complete our Child Custody and Child Support Intake Forms.

PART 6 — SPOUSAL SUPPORT (ALIMONY)

6.1 Spousal support position:

☐ Seeking to receive ☐ Seeking to avoid / limit paying
☐ Agreed amount ☐ Neither spouse requesting
☐ Not sure

6.2 Agreed amount (if any): \$ _____ Duration: _____

For contested spousal support, please also complete our Spousal Support (Alimony) Intake Form.

PART 7 — PROPERTY & DEBTS (SUMMARY)

Depending on the state, marital property is divided equally (community property states) or fairly (equitable distribution states).

7.1 Assets and debts involved (check all that apply):

☐ Home / real estate ☐ Retirement / pension accounts
☐ Bank / investment accounts ☐ Business interest



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☐ Vehicles

☐ Significant credit card / loan debt

☐ Tax debts

☐ Separate / inherited property claims

7.2 Estimated total marital assets: \$ _____ Total debts: \$ _____

7.3 Division of property and debts:

☐ Fully agreed

☐ Partially agreed

☐ Not agreed

For detailed property and debt issues, please also complete our Asset & Debt Division and Debt Division Intake Forms.

PART 8 — SAFETY

8.1 Has there been domestic violence, threats, or stalking? ☐ Yes ☐ No

8.2 Is there a current or past restraining / protective order? ☐ Yes ☐ No

8.3 Do you need emergency orders (custody, support, exclusive use of the home)? ☐ Yes ☐ No

8.4 Do you have concerns about the other spouse hiding or spending assets? ☐ Yes ☐ No

If yes to any, explain briefly (we will discuss details privately): _____

PART 9 — JOINT / UNCONTESTED DIVORCE

Complete this part if both spouses agree to the divorce. Some states offer simplified or summary procedures for short marriages with limited property and no children.

Issue	Agreed	Not Yet	N/A
Divorce itself	☐	☐	☐
Child custody & parenting time	☐	☐	☐
Child support	☐	☐	☐
Spousal support	☐	☐	☐
Division of property	☐	☐	☐
Division of debts	☐	☐	☐
Who stays in the home	☐	☐	☐
Health insurance / tax filing	☐	☐	☐

9.1 Will both spouses sign the necessary documents (petition, response, agreement)? ☐ Yes ☐ No

9.2 Would you like help with a written settlement agreement? ☐ Yes ☐ No

9.3 Would you consider mediation for any unresolved issues? ☐ Yes ☐ No

In a joint matter, Syndicate does not advocate for either spouse against the other. Each spouse has the right to consult an independent lawyer before signing.

PART 10 — RESPONDENT / DEFENDANT (IF YOU WERE SERVED)

10.1 Date you were served: _____ How served: _____

10.2 Court / County / State: _____ Case Number: _____

10.3 Response deadline: _____ Next hearing date: _____



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10.4 Documents you received:

- | | |
|---|---|
| ☐ Summons | ☐ Petition / Complaint |
| ☐ Request for temporary orders | ☐ Financial disclosure forms |
| ☐ Restraining order | ☐ Other |

10.5 What in the petition or requests do you disagree with? _____

PART 11 — OTHER ISSUES

11.1 Issues you want addressed (check all that apply):

- | | |
|--|--|
| ☐ Health insurance after divorce | ☐ Tax filing status / dependents |
| ☐ Military retirement / benefits | ☐ Social Security benefits |
| ☐ Beneficiary / estate plan updates | ☐ Bankruptcy (filed or considering) |
| ☐ Pets | ☐ Relocation / moving out of state |

11.2 Anything else we should know: _____

PART 12 — DOCUMENT CHECKLIST

Please provide copies of the following, if available. Check each item you are including.

- | | |
|---|--|
| ☐ Marriage certificate / registration | ☐ Papers filed or served |
| ☐ Prenuptial / postnuptial agreement | ☐ Tax returns (last 2–3 years) |
| ☐ Pay stubs (last 2 months) | ☐ Bank / retirement statements |
| ☐ Deeds / mortgage statements | ☐ Debt statements |
| ☐ Existing custody / support orders | ☐ Restraining orders |
| ☐ Any written agreements between spouses | ☐ Children's birth certificates |



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Certification:

I/We declare that the information provided in this questionnaire is true, correct, and complete to the best of my/our knowledge. I/We understand this information is provided to Syndicate Subscription Legal Plans in confidence for the purpose of evaluating my/our divorce matter.

Signed and dated this ____ day of _____, 20__

Signature (Spouse 1): _____

Print Name: _____

Signature (Spouse 2, if joint): _____

Print Name: _____

Please Print and Email to STEVE@STEVEMUELLERLEGAL.COM, or
save this document as a PDF and email to STEVE@STEVEMUELLERLEGAL.COM,
Your information will be reviewed within one hour.