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**DontFightAboutIt.com    bab@babartlett.com**

**NEW CLIENT INTAKE FORM**

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Name of Spouse: \_\_\_\_\_

Phone 1: \_\_\_\_\_ Home\_\_ Work\_\_ Cell\_\_

Phone 1: \_\_\_\_\_ Home\_\_ Work\_\_ Cell\_\_

Phone 2: \_\_\_\_\_ Home\_\_ Work\_\_ Cell\_\_

Phone 2: \_\_\_\_\_ Home\_\_ Work\_\_ Cell\_\_

Voicemail ok on Ph 1\_\_\_ , Ph 2\_\_\_ or Both \_\_\_

Voicemail ok on Ph 1\_\_\_ , Ph 2\_\_\_ or Both \_\_\_

Email 1: \_\_\_\_\_

Email 1: \_\_\_\_\_

Email 2: \_\_\_\_\_

Email 2: \_\_\_\_\_

Email 1 restrictions: \_\_\_\_\_

Email 1 restrictions: \_\_\_\_\_

Email 2 restrictions: \_\_\_\_\_

Email 2 restrictions: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Soc.Sec. No. \_\_\_\_-\_\_\_\_-\_\_\_\_\_

Soc.Sec. No. \_\_\_\_-\_\_\_\_-\_\_\_\_\_

Date of Birth: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Occupation: \_\_\_\_\_

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Employer: \_\_\_\_\_

Annual Income: \_\_\_\_\_

Annual Income: \_\_\_\_\_

What are the best days and times for you to schedule a 2 hour meeting? (M T W TH F)Time: \_\_\_\_\_

How would you like to receive your monthly billing statement from us? Email or Mail

*(Please note that we will **always** confirm meetings with you first)*

**The following information is needed for the preparation of legal documents when/if that time comes. Please complete the information to the best of your ability.**

1. You are a resident of \_\_\_\_\_ County, Oklahoma and have resided in \_\_\_\_\_ County for 30 days. Have you lived in Oklahoma for the past 6 months? Yes\_\_ No\_\_
2. Your spouse is a resident of \_\_\_\_\_ County, Oklahoma. S/he has resided in \_\_\_\_\_ County for 30 days.
3. Has s/he lived in Oklahoma for the past 6 months? Yes\_\_ No\_\_
4. Date of Marriage: \_\_\_\_\_ in \_\_\_\_\_ County, State of \_\_\_\_\_
5. Date of Separation: \_\_\_\_\_ (If you have separated)
6. If you are the wife, you have the option of being restored to your former/maiden name. You do not have to make that decision now.
  - a. I want to change my name \_\_\_\_\_, my former/maiden name is: \_\_\_\_\_.
  - b. I want to keep my name) \_\_\_\_\_
  - c. I am undecided at this time \_\_\_\_\_
7. In the past 7 years have you or your spouse, or the two of you together, filed bankruptcy? Yes\_\_\_\_ No\_\_\_\_. If so, date of filing: \_\_\_\_\_ and date of discharge: \_\_\_\_\_
8. Have you and your spouse filed taxes for last year? Yes\_\_\_\_ No\_\_\_\_
9. Is Wife now pregnant? Yes\_\_\_\_ No\_\_\_\_
10. Are there children of the marriage who are no longer minors? Yes\_\_\_\_ No\_\_\_\_

**11. MINOR CHILD INFORMATION:**

a. Please state the following for each child under the age of 18:

First, Middle & Last Name	DOB	Soc. Sec. No.	Born this or previous marriage	Artificial Insemination or Adopted by you and/or Spouse?

b. List all the cities/counties that you, your spouse, and the minor children have lived for the

past five (5) years. Give dates as best you can for each county in chronological order, with your last and current county first.

from \_\_\_\_\_ to \_\_\_\_\_ City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_  
from \_\_\_\_\_ to \_\_\_\_\_ City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_  
from \_\_\_\_\_ to \_\_\_\_\_ City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_

c. Has there been any type of court involvement concerning your minor children in this state or any other state? This would be adoption, artificial insemination, some juvenile court involvement, some other custody proceeding such as a previous divorce, or grandparental visitation. Yes \_\_\_ No \_\_\_ If yes, please explain:

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

d. Are the minor children eligible for membership in any Indian Tribe? If so, what Tribe?

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

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**Optional:** *It is my greatest desire to provide my clients and prospective clients with as much information as possible to help them make good decisions as they go through, or contemplate going through, the difficult process of separation or divorce. Therefore, please provide the following:*

12. Where did you first learn about Collaborative Divorce? \_\_\_\_\_

13. How did you hear about me? \_\_\_\_\_  
\_\_\_\_\_

14. If you found me on the internet, what search engine did you use? \_\_\_\_\_

15. What terms did you search? \_\_\_\_\_

16. What site did you find me on? \_\_\_\_\_

17. If you found me on a site other than DontFightAboutIt.com, was there a link that led you my web site? Yes \_\_\_ No \_\_\_

18. What information on the internet site did you find the most useful? \_\_\_\_\_

19. What would you add to make it more helpful? \_\_\_\_\_

20. If you heard my public radio sponsor ad, what made you want to learn more? \_\_\_\_\_

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21. What would you add to make the ad more helpful? \_\_\_\_\_

COMMENTS: \_\_\_\_\_

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