

Divorce Mediation Checklist

Parenting Plan

- Access to Information & People:** Educational and medical records; Teachers, doctors, etc.
- Medical Emergencies:** Decision-making, notification, legal consent
- Daily Schedule:** Children's living arrangements for a typical week
- Holidays:** Secular and religious holidays, birthdays, reunions
- Vacations:** Summer vacations, winter and spring breaks, travel
- Transportation:** Pick-up and drop-off arrangements
- Parental Change of Residence:** Restrictions, notice to other parent
- Decision-Making** ("legal custody"): Major decisions about education, medical treatment, religion, discipline, safety
- Renegotiation:** Periodic review of plan, building in flexibility
- Conflict Resolution:** Structure for settling any future disputes

Child Support & Alimony

- Budgeting:** Children's expenses and parents' expenses
- Income:** Identifying all sources
- Child Support:** Calculating basic support level, school tuition, extraordinary medical expenses, childcare expenses, camp fees
- Alimony:** Amount and duration
- Adjustments:** Cost of living, changed circumstances

Other Financial Issues

- Medical Insurance**
- Life Insurance**
- College Tuition & Expenses**
- Taxes:**
 - Joint or Separate Returns?**
 - Dependency Exemptions**
 - Dividing Refunds, Liabilities**
 - Alimony vs. Child Support**

Division of Property

- Full Disclosure:** Gathering and sharing of financial information and documentation concerning all assets and debts

- Procedure for Division:**
 - Identification
 - Valuation
 - Marital vs. Non-Marital
 - Division

- Some Categories of Assets:**
 - Household Furnishings
 - Vehicles
 - Other Personal Property
 - Bank Accounts
 - Accounts Receivable
 - Stocks, Bonds, Funds
 - Real Estate
 - Life Insurance
 - Business Interests
 - Pensions, IRA, 401(k), etc.
 - Patents, Stock Options, etc.

- Some Categories of Debts:**
 - Mortgages
 - Bank Loans (e.g., car loans)
 - Loans on Life Insurance
 - Personal Loans