

# 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

## 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

## 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**