

# LAURA VERDIN

BARRISTER, SOLICITOR & NOTARY PUBLIC

55 Main Street West  
Huntsville, ON  
P1H 1W9

Telephone: (705) 787-0077  
Fax: (705) 787-0577  
Email: laura@verdinlaw.ca

## **Intake Form - Separation**

NOTE: THIS DOCUMENT IS STRICTLY CONFIDENTIAL AND WILL ONLY BE SEEN BY THIS OFFICE. While some of the information that I request may seem irrelevant, it is necessary in order to help me develop a complete and accurate picture of your current situation so that I can fully advise you.

### **PERSONAL INFORMATION:**

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

Current address: \_\_\_\_\_

Street/Apt. No. \_\_\_\_\_

City \_\_\_\_\_

Postal Code \_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Where would you like mail to be sent? Same as above \_\_\_\_\_

Or: \_\_\_\_\_

\_\_\_\_\_

E-mail address: \_\_\_\_\_

Can confidential information be sent to this e-mail address?

Yes

No

Your occupation: \_\_\_\_\_

Name and address of your employer: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Your approximate income:

From employment:

\_\_\_\_\_

From other sources:

\_\_\_\_\_

Your birth date:

\_\_\_\_\_

Your birthplace:

\_\_\_\_\_

When did you begin to reside in Ontario? \_\_\_\_\_

**YOUR SPOUSE:**

Spouse's full name:

\_\_\_\_\_

Spouse's address:

\_\_\_\_\_

\_\_\_\_\_

Your spouse's occupation:

\_\_\_\_\_

Name and address of spouse's employer \_\_\_\_\_

\_\_\_\_\_

Spouse's approximate income:

From employment:

\_\_\_\_\_

From other sources:

\_\_\_\_\_

Spouse's birth date:

\_\_\_\_\_

Spouse's birthplace:

\_\_\_\_\_

When did your spouse begin  
to reside in Ontario?

\_\_\_\_\_

Does your spouse have a lawyer?

Yes  No

Lawyer's Name:

\_\_\_\_\_

Lawyer's Telephone Number: \_\_\_\_\_

**DETAILS OF RELATIONSHIP:**

Date of marriage: \_\_\_\_\_ Place: \_\_\_\_\_

Your surname at birth: \_\_\_\_\_

Your surname at marriage: \_\_\_\_\_

Your spouse's surname at birth: \_\_\_\_\_

Your spouse's surname at marriage: \_\_\_\_\_

Have you been married before?

If yes:

Date of previous divorce: \_\_\_\_\_

Place of previous divorce: \_\_\_\_\_

Do you have a copy of the Certificate of Divorce or the Divorce Judgment?  Yes  No

What was your surname during that marriage? \_\_\_\_\_

Has your spouse been married before?  Yes  No

If yes:

What was your spouse's surname during that marriage? \_\_\_\_\_

Date of previous divorce: \_\_\_\_\_

Place of previous divorce: \_\_\_\_\_

Do you have a copy of the Certificate of Divorce or the Divorce Judgment?  Yes  No

**CHILDREN:**

Name(s)	Age	Birth date	Now living with
---------	-----	------------	-----------------

---

---

---

---

**CURRENT LIVING ARRANGEMENTS:**

Have you separated:  Yes  No

If so, on what date? \_\_\_\_\_

Who is living in the matrimonial home? \_\_\_\_\_

Have you had marriage counseling? \_\_\_\_\_

If yes, with whom? \_\_\_\_\_

Do you think counseling would be helpful? \_\_\_\_\_

**EXISTING AGREEMENTS:**

Have you signed a marriage contract, cohabitation agreement or other document dealing with rights between you and your spouse?  Yes  No

If yes, please attach a copy of your signed agreement.

Do you and your spouse have any agreements in place (in writing or otherwise) regarding your respective rights on separation?  Yes  No

If yes, please provide details or attach a copy of your written agreement.

---

---

---

**LITIGATION:**

Have there been any court proceedings between you and your spouse? Yes No

If yes, please give details: \_\_\_\_\_

---

**MATRIMONIAL HOME:**

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

---

In whose name is title? \_\_\_\_\_

Approximate value today: \_\_\_\_\_

Mortgages total: \_\_\_\_\_

Who is living there today? \_\_\_\_\_

**OTHER MAJOR ASSETS:**

Description	Owned by you/spouse?	Approximate Value
<hr/>		
<hr/>		
<hr/>		

**DEBTS:**

---

**Description**

**Owned by  
you/spouse?**

**Approximate Value**

---

---

---

---

Did you or your spouse have any assets  
(including money) at the date of your marriage?  Yes  No

If so, give details: \_\_\_\_\_

---

---

---

Have you or your spouse received any of the following during your marriage:

- An inheritance
- A substantial gift from someone other than your spouse
- Money from a personal injury claim
- Money from a life insurance policy