



COLLECTIVE
FAMILY LAW GROUP

Family Law

WORKBOOK

Helping you to move
forward with your life

INTRODUCTION

Your relationship has come to an end and it can be difficult to know where to start. This downloadable workbook will help to gather all the information that you will need to help you resolve your family law issues. We encourage you to organise all the essential information in this workbook.

BASIC INFORMATION

Let's start with basic facts and history of your relationship. All of this information is essential in your family law matter.

Your Full Name _____

Address _____

Phone number _____ Date of Birth _____

Your Ex-Partner's Full Name _____

Address _____

Phone number _____ Date of Birth _____

The date that you started living together _____

The date that you were married _____

The date that you separated _____

Do you know where to locate your marriage certificate: YES / NO

List both of your incomes from all sources.

Your income:

Where do you work? _____

Full time or part-time _____

How much do you earn per year before tax? _____

Do you receive any other sources of income and how much? YES / NO

What are your qualifications? _____

Will you need to re-train to get back into the work force? _____

Your ex-partners income:

Where do they work? _____

Full time or part-time _____

How much do they earn per year before tax? _____

Do they receive any other sources of income and how much? YES / NO

What are their qualifications? _____

Will they need to re-train to get back into the work force? _____

Once you are separated will you or your ex-partner lose their income because it is paid by one of the parties businesses?

CHILDREN & PARENTING

This worksheet will be very helpful for you to keep all the details that you require in one place and it will also help you to plan a road map forward and get you to think about how your parenting arrangements can work.

Do you or your partner have children? List all children and their details here:

1. Name _____
Age _____ Date of Birth _____
School they attend _____
Do they have special needs? _____
Child's birth parents names _____

2. Name _____
Age _____ Date of Birth _____
School they attend _____
Do they have special needs? _____
Child's birth parents names _____

3. Name _____
Age _____ Date of Birth _____
School they attend _____
Do they have special needs? _____
Child's birth parents names _____

4. Name _____
Age _____ Date of Birth _____
School they attend _____
Do they have special needs? _____
Child's birth parents names _____

CURRENT PARENTING ARRANGEMENTS

For the purpose of the next part of this worksheet, let's focus on what arrangement you have in place **currently** for the care of your children.

Are you and the other parent of the children able to communicate about the 'big ticket items' regarding your children's upbringing? For example, where they will live, what school they will attend and major health issues?

Historically who has been the primary carer? (Who has done the day-to-day care, school pick ups, doctor's visits etc.)

Where do your children currently live? _____

When do they spend time with the other parent? _____

Are there any safety concerns? If your answer is yes, you should seek legal advice.

Are there any risks of the other parent relocating with the children without your consent? If your answer is yes, you should seek legal advice.

Do you and the other parent live close to each other and the school?

Are you and the other parent both available around your work to be able to look after the child/children?

PROPERTY & ASSET DIVISION

In Australia after you are married or are in a de-facto relationship all assets you or your spouse have accumulated and all the debts that either of you have, form part of the property pool. As part of your separation, they will need to be identified and divided. This section will help you think through the assets and debts that you may have and the information you will need to gather.



Do you have a Binding Financial Agreement (prenuptial agreement)? These agreements may significantly impact how your assets and liabilities are divided.

Yes/No

If you have a Binding Financial Agreement then we would recommend that you seek further legal advice from a family law solicitor.

Your Assets – The Property Pool

What property do you and your ex partner have? Use the table to list what property either of you have. Nothing is excluded, whether it is in joint names, your name, their name, business name or a trust. Also property located both in Australia and overseas should be included.

Use the tables in the following pages to calculate what your assets and liabilities are.

ASSETS TABLE



ASSETS

VALUE

OWNERSHIP

	Property - Family Home		
	Investment Property 1		
	Investment Property 2		
	Car 1		
	Car 2		
	Car 3		
	Motor Bike		
	Caravan		
	Boat		
	Jet Ski		
	Bank Account 1		
	Bank Account 2		
	Bank Account 3		
	Bank Account 4		
	Term Deposit		
	Paypal Account		
	Frequent Flyer Points		
	Velocity Points		
	Share Portfolio 1		
	Share Portfolio 2		
	Superannuation 1		
	Superannuation 2		
	Superannuation 3		
	Superannuation 4		
	Business Interest 1		
	Business Interest 2		
	House Hold Items		
	Other		
	Other		
	Other		
	Other		

TOTAL ASSETS _____

LIABILITIES/DEBTS TABLE



	ASSETS	VALUE	OWNERSHIP
	Mortgage 1		
	Mortgage 2		
	Mortgage 2		
	Car Loan 1		
	Car 2		
	Car 3		
	Personal Loan 1		
	Personal Loan 2		
	Credit Card 1		
	Credit Card 2		
	Credit Card 3		
	Credit Card 4		
	ATO Debt		
	Other		
	Other		
	Other		
	Other		
	Shares		

TOTAL LIABILITIES _____

NET PROPERTY POOL

Place the total value of the assets in the box below

Place the total liabilities in the box below

On a calculator minus the total liabilities from the total assets and that will give you what you net property pool.

ASSETS \$

LIABILITIES \$

NET POOL \$



CONTRIBUTIONS

What did you each have when you first started living together? In other words, what cash, cars, superannuation or equity in a property did you have when your first moved in together.

YOU

YOUR EX-PARTNER

What is the total that each of you had in cash, superannuation or equity in property when you first started living together?

YOU

\$

YOUR EX-PARTNER

\$

What financial and non-financial contributions have you each made during the relationship. Examples of these are income you have contributed, inheritances, redundancy payouts, compensation payouts, or things either of you have done around the home, renovating, investing etc.

YOU

YOUR EX-PARTNER

SINCE SEPARATION

Have either of you disposed of any assets since separation? For example has a car been sold or have lump sum's of cash been disposed of.

Have either of you purchased anything new, such as a car or property?

Have either of you contributed significant assets to the property pool? An example of this is you may have contributed \$20,000 superannuation to the pool post separation.

FUTURE NEEDS

This information is useful to assess if either of you have a greater future need than the other party. In other words, is it going to be harder financially for either of you in the future? Examples of these disparities may be that one of you earns significantly less than the other, that one is near retirement age or that one of you may be the primary carer of your children.

List the financial disparities that you and your partner may have.

YOU

THEM

Congratulations on finalising this family law workbook. You have compiled some of the necessary information to help you to resolve your family law matter.

For further legal advice and assistance regarding your family law matter, contact the team at Collective Family Law Group.

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