

INSTRUCTIONS FOR COMPLETING UNIFORM SUPPORT DECLARATION

Enclosed with these materials is a uniform support declaration. The court will require both you and your spouse to file this form if support is being requested. When completed, it should give a clear picture of your income, current expenses, and financial need. *This could easily be the single most important document you complete during this divorce.* Take time to read these instructions thoroughly and complete the declaration with care.

Please complete this form in pencil and in as much detail as possible. You can estimate, but amounts should be realistic. You may not be able to complete every item. Some of the items will not be relevant to your situation. If there are items not listed which you want to include, write them in. If you come to a question which you might answer one way or another, include each possible answer, with a brief explanation.

If you do not have information on items such as car insurance, health and life insurance, taxes, baby-sitting and child care expenses, car payments, etc., please take the time to call and obtain estimates based on your being alone or with the children (if applicable).

Fill out the forms using your *actual* present expenses, separate from those of your spouse. Attach additional pages if you need more room to itemize your expenses. If child support is an issue, be particularly careful about completing the "children's portion" of item 1. It could have a direct bearing on the amount of child support awarded. Since this portion is sometimes difficult to complete, we have provided a sample page entitled "Possible Monthly Expenses" listing common expenses incurred by both adults and children.

If your actual expenses are unrealistically low because you are temporarily sharing living quarters or simply do not have enough money to meet your needs due to expenses associated with the divorce, explain this on an extra sheet and attach a statement listing what you believe your reasonable monthly expenses would be to maintain a standard of living similar to that which you enjoyed during the marriage or prior to commencement of these proceedings. Review your checkbook, bills, charge accounts, and other financial records for the past year or two to determine an average amount on specific items.

Many clients overlook the items on the attached page simply because there is no predesignated box for them. Please review them to see if these expenses apply to your situation.

Most people find they spend more than their income each month.

Please feel free to call should you need further explanation regarding this declaration before we meet.

POSSIBLE MONTHLY EXPENSES

<p><u>Food</u> Groceries Restaurant</p> <p><u>Utilities</u> Electricity Gas Fuel oil Sewer/water Telephone Garbage Cable/Satellite television Internet</p> <p><u>House Maintenance/Tax</u> Property taxes Homeowner's association dues Maintenance & repairs Yard upkeep, etc. Services/cleaning</p> <p><u>Transportation</u> Car payment Car insurance Car maintenance and repairs Gasoline Car license Parking Public transportation</p> <p><u>Clothing</u> Clothing & shoes Laundry/dry cleaning Shoe repair</p> <p><u>Medical Care (not insured)</u> Doctor Dentist Orthodontist Eye glasses Medicine/drugs Therapy</p> <p><u>Education</u> Tuition Transportation Special activities (field trips, lab fees, sports, clubs, Scouts, etc.) Lunch money Tutoring Books and supplies Lessons (music, swimming, etc.)</p>	<p><u>Insurance (not deducted by employer)</u> Life Health/Accident/Disability Personal Property Personal umbrella Homeowner's Renter's</p> <p><u>Child Care</u> Transportation Baby-sitter Day-care Allowance Diaper service</p> <p><u>Personal Loans</u> Banks Veteran's Administration Credit Union Finance company Student Personal (friend/relative)</p> <p><u>Miscellaneous</u> Credit cards Child support Spousal support Income taxes (not withheld) Entertainment (movies, VCR rental) Hobbies (golf fees, court rentals, arts and craft supplies) Vacation (camping fees, etc.) Gifts (Christmas, birthdays, wedding) Memberships/clubs (health clubs, civic clubs) Union and professional dues Newspapers/books/magazines Haircuts/manicures Cosmetics/toiletries Donations/worship Pet Attorney fees Stamps Retirement account Sundries (soaps, toothpaste, toilet paper, household cleaning supplies)</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------