



# GILLIGAN FRISCO & TRUTANICH LLP

## ASSET & DEBT WORKSHEET

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

*Please return the Asset & Debt Worksheet along with the supporting documents (listed in Document Checklist attached).*

## SEPARATE PROPERTY CLAIMS

*Please list all separate property assets with a current fair market value of \$1,000 or more for you or your spouse. Separate Property is property acquired either prior to your marriage, or during your marriage as a result of a gift or inheritance, or as the result of the use of some other separate property, including real or personal property and bank accounts.*

**RESIDENCE AND OTHER REAL PROPERTY:**

If you and your spouse currently own your family residence or other real property, please provide the following information:

**ADDRESS**

DATE OF PURCHASE	ORIGINAL MORTGAGE
PURCHASE PRICE	CURRENT FMV
CURRENT MORTGAGE	MONTHLY PYMT
2 <sup>nd</sup> MORTGAGE/HELOC	HELOC MONTHLY PYMT

**ADDRESS**

DATE OF PURCHASE	ORIGINAL MORTGAGE
PURCHASE PRICE	CURRENT FMV
CURRENT MORTGAGE	MONTHLY PYMT
2 <sup>nd</sup> MORTGAGE/HELOC	HELOC MONTHLY PYMT

**AUTOMOBILES AND OTHER VEHICLES:**

Please list all automobiles, motorcycles, boats, trailers, RVs and any other vehicles owned by you and your spouse.

YEAR, MAKE, MODEL	DATE OF PURCHASE
CURRENT FMV	CURRENT LOAN AMT:
	MONTHLY PYMT
YEAR, MAKE, MODEL	DATE OF PURCHASE
CURRENT FMV	CURRENT LOAN AMT:
	MONTHLY PYMT
YEAR, MAKE, MODEL	DATE OF PURCHASE
CURRENT FMV	CURRENT LOAN AMT:
	MONTHLY PYMT

**BANK ACCOUNTS:**

*Please identify each account (savings, checking, credit union, money market, CD) on which you and/or the other party is named. For each account, please provide the following information.*

<b>ACCT NAME &amp; ADDRESS</b>	<i>(Ex. BofA Checking #12345-67890, 10 Ocean Blvd, #100, Long Beach, CA)</i>	
DATE OPENED	IN THE NAME OF	
VALUE AT DOS	CURRENT BALANCE	
<b>ACCT NAME &amp; ADDRESS</b>		
DATE OPENED	IN THE NAME OF	
VALUE AT DOS	CURRENT BALANCE	
<b>ACCT NAME &amp; ADDRESS</b>		
DATE OPENED	IN THE NAME OF	
VALUE AT DOS	CURRENT BALANCE	
<b>ACCT NAME &amp; ADDRESS</b>		
DATE OPENED	IN THE NAME OF	
VALUE AT DOS	CURRENT BALANCE	
<b>ACCT NAME &amp; ADDRESS</b>		
DATE OPENED	IN THE NAME OF	
VALUE AT DOS	CURRENT BALANCE	
<b>ACCT NAME &amp; ADDRESS</b>		
DATE OPENED	IN THE NAME OF	
VALUE AT DOS	CURRENT BALANCE	
<b>ACCT NAME &amp; ADDRESS</b>		
DATE OPENED	IN THE NAME OF	
VALUE AT DOS	CURRENT BALANCE	

**SAFE DEPOSIT BOXES:**

*Please provide the following information for each safety deposit box held by you and/or the other party.*

<b>BANK ADDRESS</b>		
DATE OPENED	IN THE NAME OF	
ACCOUNT NO.	CONTENTS:	

**LIFE INSURANCE POLICIES:**

For each policy covering you or the other party, please provide the following information:

**POLICY NAME & ADDRESS** \_\_\_\_\_

DATE ACQUIRED \_\_\_\_\_ POLICY NO. \_\_\_\_\_

PERSON COVERED \_\_\_\_\_ BENEFICIARIES \_\_\_\_\_

FACE AMOUNT \_\_\_\_\_ CASH VALUE \_\_\_\_\_

**POLICY NAME & ADDRESS** \_\_\_\_\_

DATE ACQUIRED \_\_\_\_\_ POLICY NO. \_\_\_\_\_

PERSON COVERED \_\_\_\_\_ BENEFICIARIES \_\_\_\_\_

FACE AMOUNT \_\_\_\_\_ CASH VALUE \_\_\_\_\_

**STOCK ACCOUNTS:**

Please provide the following information for all stocks, bonds and securities owned by you or the other party.

**DESCRIPTION & ADDRESS** \_\_\_\_\_

DATE OPENED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

VALUE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

**DESCRIPTION & ADDRESS** \_\_\_\_\_

DATE OPENED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

VALUE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

**DESCRIPTION & ADDRESS** \_\_\_\_\_

DATE OPENED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

VALUE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

**DESCRIPTION & ADDRESS** \_\_\_\_\_

DATE OPENED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

VALUE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

**RETIREMENT, PENSION, ANNUITY, PROFIT SHARING ACCOUNTS:**

*Please provide the following information for each retirement account in which you or the other party have an interest.*

**PLAN NAME, TYPE, NO.** \_\_\_\_\_

ADDRESS/ADMINISTRATOR \_\_\_\_\_

DATE OPENED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

VALUE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

**PLAN NAME, TYPE, NO.** \_\_\_\_\_

ADDRESS/ADMINISTRATOR \_\_\_\_\_

DATE OPENED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

VALUE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

**PLAN NAME, TYPE, NO.** \_\_\_\_\_

ADDRESS/ADMINISTRATOR \_\_\_\_\_

DATE OPENED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

VALUE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

**BUSINESS INTERESTS:**

*Please provide the following information for each business in which you or the other party have an interest.*

**BUSINESS NAME & TYPE** \_\_\_\_\_

DATE STARTED \_\_\_\_\_ OWNERSHIP % \_\_\_\_\_

INVESTMENT AMOUNT & SOURCE \_\_\_\_\_ CURRENT VALUE \_\_\_\_\_

NAME & ADDRESS OF CPA \_\_\_\_\_

**BUSINESS NAME & TYPE** \_\_\_\_\_

DATE STARTED \_\_\_\_\_ OWNERSHIP % \_\_\_\_\_

INVESTMENT AMOUNT & SOURCE \_\_\_\_\_ CURRENT VALUE \_\_\_\_\_

NAME & ADDRESS OF CPA \_\_\_\_\_

**OTHER ASSETS:**

Please provide information regarding any other assets not addressed above. i.e., children's accounts/assets, royalties, copyrights, etc.

DESCRIPTION \_\_\_\_\_

DATE OPENED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

VALUE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

DESCRIPTION \_\_\_\_\_

DATE OPENED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

VALUE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

**CREDIT CARD AND OTHER DEBTS:**

For any credit cards, student loans, unsecured debt, personal loans incurred by you and/or the other party during the marriage, please provide the following information.

CREDITOR & ACCT NO \_\_\_\_\_

DATE INCURRED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

BALANCE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

CREDITOR & ACCT NO \_\_\_\_\_

DATE INCURRED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

BALANCE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

CREDITOR & ACCT NO \_\_\_\_\_

DATE INCURRED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

BALANCE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

CREDITOR & ACCT NO \_\_\_\_\_

DATE INCURRED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

BALANCE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

CREDITOR & ACCT NO \_\_\_\_\_

DATE INCURRED \_\_\_\_\_ IN THE NAME OF \_\_\_\_\_

BALANCE AT DOS \_\_\_\_\_ CURRENT BALANCE \_\_\_\_\_

## PROPOSED DIVISION OF ASSETS AND DEBTS

Please provide us with your proposed division of the assets and debts in this matter.

## DOCUMENT CHECKLIST

Please return the following documents to our office. Mark the appropriate column – ATTACHED, SPOUSE (if in spouse's possession), or N/A if not applicable.

ATTACHED	SPOUSE	N/A	
			1. Current photograph of your spouse
			2. Your paycheck stubs, and your spouse's paycheck stubs, if you can obtain them, for the past 12 months.
			3. Copies of income tax returns, both state and federal, for the last 3 years.
			4. If you and/or your spouse is self-employed, corporate, partnership tax returns for the last three years.
			5. If you and/or your spouse is self-employed, copies of financial statements, profit and loss statements, partnership agreements, corporate documents, bank statements, accounts payable and receivable, etc.
			6. Deeds showing description of your home and any other real property owned by you or your spouse.
			7. Mortgage statements reflecting the balance at date of separation and the current balance on your home, and any other real property owned by you or your spouse.
			8. Escrow papers from time of purchase or time of sale of any real property owned by you and/or your spouse
			9. Appraisal reports, real property tax statements, homeowner insurance policies, tax assessors statements on all real properties
			10. Pink slips and/or registration slips to all vehicles, boats, trailers, airplanes, etc., owned by the parties
			11. Statements reflecting the balance at date of separation and the current balance for any vehicles, boats, trailers, airplanes, etc.
			12. Statements for any bank accounts reflecting the balance at date of separation and the current balance
			13. Life insurance or annuity policies with statement of cash surrender values and loans against same.
			14. All records pertaining to stock options held in any corporation or other entity, exercised or not exercised.
			15. Brokerage statements and stock/bond certificates reflecting the balance at date of separation and the current balance
			16. Statements and plan booklets regarding any pension, retirement programs, or investment programs you or your spouse may be involved in through current or past employment.
			17. Financial statements and statements of net worth prepared for securing bank loans or for any other purpose.
			18. Prepare an inventory of the contents and the location and number of any safe deposit box(es).
			19. Promissory notes regarding monies you and/or your spouse owe to another person or entity.
			20. Promissory notes regarding monies owed to you and/or your spouse by another person or entity.
			21. Statements for any debts owed by you and/or your spouse, reflecting the balance at date of separation and the current balance, including credit cards, student loans, bank loans, car loans, life insurance loans, personal loans.
			22. Loan applications and statements of loan accounts for all loans applied for, whether approved or not, for the period of the last 3 years.
			23. Any budgets or other written documents showing current monthly expenses including check registers or bank statements for account used for paying bills.

24. Documents indicating possible misuses of community property, for example, gambling, hidden assets, or money or gifts to another person.
  25. All written agreements with spouse entered into before, during, or after separation.
  26. Copies of any wills and trust agreements
  27. If you have a separate property interest in a community asset or a reimbursement issue (for instance if you used separate property funds to purchase a home or other asset during your marriage), please provide a brief explanation of any such transaction and provide documentation relating to your separate property investment.
  28. If you are unemployed because of a disability, please provide any medical reports stating that you are unable to work.
  29. Any other documents which you believe relate to your income, assets or debts.