



Where affordability, flexibility, and convenience meet family law.

Opening Client Intake Form For: The Family Law Coach's Legal Assistance and Coaching Service	
THE INFORMATION IN THE SHADED SECTION <u>BELOW</u> IS REQUIRED BY THE LAW SOCIETY OF ONTARIO AND <u>MUST</u> BE COMPLETED	
Date:	FOR OFFICE USE ONLY
Client's Name:	
Home Address:	
Tel: Cell	Tel: Home
Email:	
Spouse's Name:	
Client's Occupation:	
Employer Name:	Business Address:
Tel:	
THE INFORMATION IN THE SHADED SECTION <u>ABOVE</u> IS REQUIRED BY THE LAW SOCIETY OF ONTARIO AND <u>MUST</u> BE COMPLETED	

This Section is for Everyone

What's the main reason you want help from a lawyer? Set out why you're looking for legal coaching or assistance and what help you're looking for. There's space to give us a brief outline of your story – the history of what brought you to this point – at the end of this Form. For this space, tell us what's going on that you need legal coaching or assistance.

What stage is this matter? Has anyone begun legal proceedings? Who? What's scheduled to happen next? When?

Please Complete This Section No Matter The Reason For Contacting The Family Law Coach

It Helps Us Better Understand Your Overall Situation.

There's a section for Comments at the end of this Form to explain or add anything.

Your age:	Your birthdate:	The first name you want us to use for you:	
The other party's age:	The other party's birthdate:	The first name you want us to use for the other party:	
Are you and the other party: (Check one) <input type="checkbox"/> Married <input type="checkbox"/> In a common law relationship <input type="checkbox"/> Something else		Are you and the other party: (Check one) <input type="checkbox"/> Still living together <input type="checkbox"/> Separated <input type="checkbox"/> Never lived together	
When did the 2 of you begin living together:		If you're married, what's the date of your marriage?	
You're looking for information and assistance about which of these issues? You can choose more than one. <input type="checkbox"/> Spousal support <input type="checkbox"/> Child support <input type="checkbox"/> Custody or access <input type="checkbox"/> A money issue other than support <input type="checkbox"/> Something else		Whatever the reason for contacting us we need to know your income and the income of the other party. Use your best estimate for current income. We may be asking for more details later. Your income: The other party's income:	
If child support, or custody or access, is an issue, what's the total number of children you have who are eligible for child support:		Set out the number of children in each category	
		Together we're the parents of:	
		I am the parent of:	
The other party is the parent of:			
Is spousal support already being paid?		Who pays how much to whom?	
Is child support already being paid?		Who pays how much to whom?	

Children

Only if there are children eligible for child support			
Name of child	Birthdate	Current age	With whom is the child living?

<p>Is there already some arrangement in place?</p> <p><input type="checkbox"/> Court order</p> <p><input type="checkbox"/> Written agreement</p> <p><input type="checkbox"/> An arrangement without either of the above</p> <p><input type="checkbox"/> No arrangement is in place</p>	<p>Is a parenting plan (residence, custody, access) an issue?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
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Set out any comments you'd like your lawyer to know about the child arrangements or parenting plan here or in Comments at the end of this Form.

If custody or access is an issue, set out here, or in the Comments at the end of this Form:

- The current situation, who wants to change it, and what changes are wanted.
- Include how Holidays and Special Events are to be dealt with
- When referring to times for access be sure to set out a day and a specific time for each transition (or say pick up from, or drop off at, school, etc.)

This is The Last Required Page

Thanks for giving us this information.

Please give us 2 or 3 times for us to contact you by phone, if you want us to call you, and the phone number we should call – or the email address we should use to correspond with you if different from what is on the first page above.

If you prefer to call us, also set out 2 or 3 proposed times, but don't put in any number in the first column.

Phone number for us to call you	Suggested times and days for us to call you

The next page is a section for you to give us any comments that you feel will be helpful for the lawyer preparing your Agreement or to ask any questions.

Write clearly. Be brief. Thanks.

Comments

Set out any details, comments, or questions you have that you feel will make it easier for the lawyer to prepare the Agreement you want. Use this page to clarify things or set out any details that haven't already been covered.

