

FDR/Family Law Conferencing

PROPERTY PREPARATION FORM

To assist negotiations at a Family Law Conference each party must:

1. **Complete** this form to the best of their knowledge and belief; and
2. **Provide** a copy to the NT Legal Aid Commission; with
3. **Disclosure** form; and
4. **Client Assessment Sheet.**

NT Legal Aid will exchange the Property Preparation Forms between the parties' solicitors once the conference date is booked. **Please Note: a conference will not be booked until all abovementioned forms and supporting documents are returned to the Conference Co-ordinator.**

Solicitors, if any, are responsible for completing this form in accordance with client instructions. Preparation time is accounted for within the grant of aid.

If this form is not returned within 14 days the matter will be referred back to Assignments for further assessment.

Information contained in this form is provided on a **“without prejudice”** basis and is **confidential** within the terms of the NT Legal Aid Commission's Confidentiality Agreement.

Name of Solicitor: Phone No.....

Name of Party:

Date of Cohabitation/Marriage:

Date of Separation:.....

SUMMARY OF ASSETS AND LIABILITIES OF BOTH PARTIES

PLEASE ENSURE ALL RELEVANT SUPPORTING DOCUMENTS ARE PROVIDED WITH THIS FORM TO NT LEGAL AID AND BROUGHT TO YOUR CONFERENCE.

ASSETS	Evidence of value attached	Wife/ de facto partner's value	Husband/ de facto partner's value	Agreed value	In current possession of Wife, Husband or joint
Real Estate (include address)	YES / NO Source:				
Real Estate (include address)	YES / NO Source:				
Cash	YES / NO Source:				

Bank Accounts etc (Detail credit and debit)	YES / NO Source:				
Bank Accounts etc (Detail credit and debit)	YES / NO Source:				
Bank Accounts etc (Detail credit and debit)	YES / NO Source:				
Motor vehicle (provide details)	YES / NO Source:				
Motor vehicle (provide details)	YES / NO Source:				
Shares/Debentures In public companies	YES / NO Source:				
Shares in private Companies	YES / NO Source:				
Tools & Machinery	YES / NO Source:				
Furniture and effects	YES / NO Source:				
Jewellery	YES / NO Source:				
Life insurance policies	Current surrender values to be attached				
Superannuation. Confirming letter with full details including contributions made (prior, during and after marriage), membership period, benefit payable on	Confirming letter required				

immediate voluntary retirement, minimum permitted retirement age etc. to be attached					
Superannuation (Details as above)	Confirming letter required				
Interest in business, partnership, joint venture etc.	YES / NO Source:				
Interest in deceased estate	YES/ NO Source:				
Long Service Leave (accumulated)	YES/NO Source:				
Other – Please Specify	YES/ NO Source:				
Other – Please Specify	YES / NO				
TOTAL		\$	\$	\$	
LIABILITIES					
Mortgage	YES/ NO Source:				
Loan Accounts (Company, partnership)	YES / NO Source:				
Credit Card debt	YES / NO Source:				
Personal Loan	YES / NO Source:				
Other - Please specify	YES / NO Source:				
Other - Please specify	YES/ NO Source:				
TOTAL		\$	\$	\$	

NET ASSETS		\$	\$	\$	

CURRENT WEEKLY INCOME & BENEFITS AND EXPENSES

TOTAL WEEKLY INCOME/BENEFITS FROM ALL SOURCES	\$
TOTAL WEEKLY EXPENSES/OUTGOINGS FROM ALL SOURCES	\$

ADDITIONAL INFORMATION:

- Eg. Are there Financial Resources not listed above?
- Eg. Are you wishing to raise any 'addbacks'?
- Eg. Did some assets/liabilities pre-date your relationship?
- Eg. Do some assets/liabilities post-date your relationship?

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