**Joint Divorce Client Intake**

The purpose of this form is to gather the information needed by the Attorney before scheduling an initial consultation. The purpose of an initial consultation is for the attorney to advise you, the prospective client what if anything, may be done for you, and what the minimum fee therefor will be. The purpose is not to render a definitive legal opinion as it may be impossible to fully assess a matter within the time frame allotted for a consultation or with the (information or documents) that you may be able to provide at the initial consultation.

**NOTICE:** This office does not represent you with regard to the matters you set forth in

this information sheet or discussed during your consultation unless and until, both you

and the Attorney execute the Client Contract (a copy will be provided to you for your records).

The following questions will help us to understand the reason for your consultation. Your responses are protected by attorney/client privilege and will be held in strict confidence.

***\*\*\*Fill out each section below completely and to the best of your knowledge. If there is a***

 ***( YES / NO ) option, please circle one\*\*\****

**SECTION I.**

1. CLIENT NAME (Your Name): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Education: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time at Employment: \_\_\_\_\_\_\_\_\_\_\_\_ Income (Net): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Previous Marriages [Name of former spouse(s)]: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Children of previous marriages (names): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Did your current spouse adopt or take custody of any of the children listen above? **(** **YES / NO )**

 -If you indicated yes, please provide the cause number(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. SPOUSE NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Education: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employment: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time at Employment: \_\_\_\_\_\_\_\_\_\_\_\_ Income (Net): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Previous Marriages [Name of former spouse(s)]: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Does your Spouse have an attorney? If so list attorney’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Children of previous marriages (names): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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3. PLEASE LIST THE COUNTY AND STATE BOTH PARTIES CLAIM AS RESIDENCY **(YOU MUST HAVE BEEN A RESIDENT OF SAID COUNTY AND STATE FOR AT LEAST 6 MONTHS):**

CLIENT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SPOUSE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (County)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (County)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. DATE OF MARRIAGE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. WHERE YOU WERE MARRIED (*COUNTY/STATE*): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. DATE YOU SEPERATED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. WHERE YOU SEPERATED (*COUNTY/STATE*): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. WHERE THERE ANY CHILDREN BORN (OR ADOPTED) UNTO THIS MARRIAGE? **(YES/NO)**

9. FULL NAME, SEX OF CHILD, DATE OF BIRTH AND AGE OF EACH CHILD:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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10. IS WIFE CURRENTLY PREGNANT? **(YES / NO)**

11. IS EITHER PARTY CURRENTLY A MEMBER OF THE UNITED STATES MILITARY? **(YES/NO)**

 \*IF SO, IS THE PARTY ACTIVE DUTY? **(YES / NO)**

12. PLEASE STATE WHICH RACE EACH PARTIY IDENTIFIES AS (*CAUCASIAN, ASIAN, AFRICAN AMERICAN, ETC.)*:

CLIENT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SPOUSE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

13. IF ANY PARTY WOULD LIKE HIS OR HER MADIEN OR FORMER NAME RESTORED, PLEASE LIST YOUR FORMER NAME (*FIRST / MIDDLE / LAST*): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SECTION II.**

**IF YOU HAVE CHILDREN FILL ALL INFORMATION OUT BELOW, IF NOT PROCEED TO SECTION III.**

 **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. PLEASE INDICATE ANY COURT PROCEEDING REGARDING THE CHILDREN THAT MAY HAVE BEEN FILED BEFORE THIS DIVORCE *(EXAMPLES: ADOPTION, CUSTODY, ETC.)* BY PROVIDING THE CAUSE NUMBER OF THAT PROCEEDING **(THIS SHOULD BE LOCATED IN THE TOP RIGHT OF A LEGAL DOCUMENT) :**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. PLEASE DESCRIBE HOW YOU WOULD WANT CUSTODY BOTH LEGAL AND PHYSICAL:

(FOR EXAMPLE: *Mother will have physical and legal custody; father will have only legal custody with right to visitation.)*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. PLEASE DESCRIBE HOW YOU WOULD WANT VISITATION:

*(There is a standard default visitation schedule provided by the court that alternates weekends and holidays, if you would prefer to use that schedule, please indicate below; otherwise please set forth specifics.)*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. WHERE DO YOU WANT TO EXCHANGE THE CHILDREN (Normally is a public place, can be at the home of the other party, this can be case specific to your needs): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. WHO WOULD YOU WANT TO BE RESPONSIBLE FOR PROVIDING MEDICAL INSURANCE FOR THE CHILD(REN)?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IF FOR SOME REASON INSURANCE CEASES OR THERE ARE EXTRA COSTS WOULD YOU BE WILLING TO SPLIT PAYMENT (50/50)? ( **YES / NO )**

\*IF NO TO PREVIOUS QUESTION, WHO WOULD YOU WANT TO BE RESPONSIBLE?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. HAVE THE PARTIES AGREED ON A CERTAIN AMOUNT FOR CHILD SUPPORT **(YES/NO)**

\*IF YES, WHAT AMOUNT:

(The standard amount is a percentage of the adjusted gross income of the payor based upon the number of children you have 1=14% 2= 20% 3=22% 4 or more=24%)

6. WHO WILL BE RESPONSIBLE FOR EXTRACURRICULARS OF THE CHILDREN? *(MOST PARTIES DECIDE TO*

 *SPLIT 50/50)*

7. WHEN THE TIME ARISES FOR SAID CHILDREN **(ONE OR BOTH PARTIES CAN BE RESPONSIBLE):**

 A. WHO WILL BE RESPONSIBLE FOR OBTAINING VEHICLE(S) FOR THE CHILDREN?

 B. WHO WILL PAY INSURANCE OF SAID VEHICLE(S)?

 C. WHO WILL PAY THE TAG(S) FOR SAID VEHICLE(S)?

 D. WHO WILL PAY THE UPKEEP AND MAINTAINCE OF SAID VEHICLE?

 E. WHO WILL PAY FOR COLLEGE / TRADE SCHOOL / OR ANY SECONDARY EDUCATION?

8. WHO WILL CLAIM THE CHILD(REN) FOR FEDERAL AND STATE TAXES

(You may decide to alternate years, or if there is more than one child, parties may choose to claim all or split, if so desired.)

**SECTION III.**

1. IS THERE A MARTIAL HOME? **(YES/NO)**

 **A.** ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **B.** WHO IS ON THE DEED FOR THE PROPERTY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **C.** IS IT UNDER MORTGAGE, IF SO WITH WHOM: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **D.** HOW MUCH IS THE MONTHLY PAYMENT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **E.** TOTAL AMOUNT DUE ON MORTGAGE:

**F.** WILL THERE NEED TO BE A WARRANTY DEED RELINQUESHING THE OPPOSITE PARTIES RIGHTS

IN SAID PROPERTY? (YES/NO)

2. PLEASE LIST ACCOUNTS EITHER PARTY MAY HAVE FOR RETIREMENT / 401/ ETC. : \_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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3. **THE FOLLOW SECTION IS REGARDING VECHILES OWNED BY THE PARTIES:**

YEAR AND TYPE OF VECHILE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WHO SHOULD KEEP IT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WHO IS IT FINANCED WITH: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HOW MUCH IS THE PAYMENT PER MONTH: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TOTAL AMOUNT OF PAYOFF:

WILL A PARTY NEED TO RELINQUISH RIGHTS OR INTEREST IN TITLE: **(YES/NO)**

YEAR AND TYPE OF VECHILE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WHO SHOULD KEEP IT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

WHO IS IT FINANCED WITH: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HOW MUCH IS THE PAYMENT PER MONTH: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TOTAL AMOUNT OF PAYOFF:

WILL A PARTY NEED TO RELINQUISH RIGHTS OR INTEREST IN TITLE: **(YES/NO)**

**\*IF THERE ARE MORE THAN TWO VEHICLES, ADD THE INFORMATION TO THE “OTHER” SECTION ON THE FINAL PAGE\***

IF THERE ARE ANY OTHER BIG-TICKET ITEMS, PLEASE FOLLOW THE FORMAT OF – WHO SHOULD KEEP THE PROPERTY, IF ANYTHING IS OWED, AND HOW MUCH PAYMENTS WILL BE:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**DEBTS:**

DEBTOR MONTHLY PAYMENT BALANCE HUSBAND/WIFE

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**OTHER** (IF YOU THINK ANY OTHER INFORMATION SHOULD BE ADDED OR YOU RAN OUT OF SPACE IN A PREVIOUS SECTION, PLEASE USE THE FOLLOWING SECTION TO DESCRIBE/EXPLAIN):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**HAVE ANY PARTIES TO THIS MATTER EVER HAD A CASE THROUGH THE GEORGE COUNTY JUSTICE COURT OR LUCEDALE MUNICIPAL COURT? YES OR NO**

IF YES, WHICH COURT? JUSTICE OR MUNICIPAL

WHAT WAS THE VIOLATION?

WHO IS THE PARTY OR PARTIES?

WHAT YEAR?

Any other issues can be addressed on a piece of paper and added to this intake.