

LAW OFFICE OF
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Trial Attorney

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To Our Divorce Client:

This letter is provided to explain the general procedures of a divorce case.

There are two types of divorce:

- A. NO FAULT: (Irreconcilable differences) Both Parties must sign and all pleadings must be completed prior to filing. No service is required.
- B. FAULT: Traditional served Complaint which sets forth both fault and no-fault grounds. Service includes by deputy, publication, registered mail or Secretary of State. Can be converted to no-fault divorce if spouse later wishes to sign pleadings.

Various mandatory “cooling off periods” will be involved in your divorce – 60 days without children or 90 days with children, starting on the date the Complaint is filed. Failure to obtain service or a waiver of service because your spouse didn’t sign no-fault pleadings, will extend the time required to obtain your divorce. In fault divorces you additionally have to default your spouse for not answering which may involve an additional six weeks delay. A no-problem, uncontested divorce without children takes about four months at a minimum, and with children, about five months at a minimum.

If you were quoted a Set Fee for an uncontested fault or no-fault divorce, you are entitled to the following services: initial conference; preparation of the Divorce Complaint; preparation of a Default Judgment; preparation of the Final Decree of Divorce; and a short Court hearing to obtain the divorce. A second set of final pleadings or revisions to the first set not due to our mistake are subject to a \$100.00 charge. In Set Fee divorces, you are entitled to a reasonable amount of calls or emails (3 – 4 total while the divorce is pending). Excessive phone calls, emails or responses required thereto from the Attorney are subject to a charge of \$25.00 each.

CONTESTED DIVORCES occur if your spouse hires an attorney or merely files a handwritten letter with the Clerk’s office. If contested and you can’t work out the

details of your divorce, mandatory mediation is then required. You split the Mediator's fee with your spouse and my attendance is optional, but costs extra, (pre-paid), if requested. Expect a contested divorce to at least triple the cost of your Set Fee divorce.

If you wish to add material to your file it needs to arrive at my office in a form ready to place in your file, such as regular mail, copies, fax or email. When sending emails, please confirm with my staff that we have received your email.

Once the appropriate time periods have passed and the fee has been paid in full, the divorce will automatically be set and you will be sent a letter informing you of the trial date, court location, and the exact time to be present. If you have a fault divorce and fail to bring a witness, your divorce will be delayed. If you have prepaid the Clerk's filing fee, you may still be billed directly from the Clerk's Office upon completion of the divorce for some small amount of the remaining court costs.

I APPRECIATE YOUR BUSINESS - thank you! Referrals of my services to your friends will be gladly accepted and will be processed to the best of my ability.

Sincerely,



Richard B. (Dick) Teeter

IMPORTANT!

Please notify our office immediately when you or your spouse has a change of address or phone number.

No wedding dates should be set while your divorce is pending! We cannot guarantee a specific date on which your divorce will be completed.

If you are currently pregnant, become pregnant while the divorce is pending or have had a child during the marriage by another man, expect your divorce to be delayed a significant amount of time until a live birth takes place or until the child born subsequent to the separation is paternity tested. Some Judges will appoint a Guardian Ad Litem to make a report to the Court (at your expense).



CLIENT INFORMATION SHEET

DATE: _____, 20____

WIFE:

Full Name: _____

Employer Name: _____

Employer Address: _____

Earnings: _____

Social Security Number: _____

WIFE'S:

Home Telephone: _____

Work Telephone: _____

Other Contact: _____

Cell Phone: _____

Email: _____

HUSBAND:

Full Name: _____

Employer Name: _____

Employer Address: _____

Earnings: _____

Social Security Number: _____

HUSBAND'S:

Home Telephone: _____

Work Telephone: _____

Other Contact: _____

Cell Phone: _____

Email: _____

Answer Each Question In Each Box Below. (The information below is required by the State of Tennessee)

1. HUSBAND's Full Name (First, Middle, Last)			
2a. Residence State	2b. Residence County	2c. City	ZIP
2d. Street and Number Apt.#		3. State of Birth	4. Date of Birth (Month/Day/Yr.) ____/____/____
5a. WIFE's Full Name (First, Middle, Last)		5b. Maiden Last Name	
6a. Residence State	6b. Residence County	6c. City	ZIP
2d. Street and Number Apt.#		3. State of Birth	4. Date of Birth (Month/Day/Yr.) ____/____/____
9a. State Married In	9b. County (or City) Married In	9c. Date of this Marriage (Month/Day/Year) ____/____/____	10. Date couple last resided in same household ____/____/____
11a. Number of Children ever born alive during <u>this</u> marriage	11b. Children under 18 in this family	11c. No. of Children under 18 whose physical custody was awarded to: Husband _____ Wife _____ No Children _____ (Husband/Wife) _____ Other _____ DO NOT ANSWER	
12. Petitioner (person filing): () Husband () Wife			
13. HUSBAND Information			
a. Race:	b. Number of times Husband married:	c. Last marriage ended <input type="checkbox"/> by divorce or annulment <input type="checkbox"/> by death	
d. Education Completed (Grades 1 – 12): _____ (College 1-4 or 5+): _____			
14. WIFE Information			
a. Race:	b. Number of times Wife married:	c. Last marriage ended <input type="checkbox"/> by divorce or annulment <input type="checkbox"/> by death	
d. Education Completed (Grades 1 – 12): _____ (College 1-4 or 5+): _____			

CHILDREN BORN DURING THIS MARRIAGE NOW UNDER 19 YEARS OF AGE

NAME(S) OF CHILD(REN):

DATE OF BIRTH OF EACH:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Who will be the primary residential parent of the children? ____ Mother ____ Father
(No Joint Custody available as an option)

Is Wife currently pregnant? ☐ Yes ☐ No

Has Wife had a child or children during this marriage by a man other than her husband? ☐ Yes ☐ No

(1) Name of Child: _____ Date of Birth: _____

Name of Biological Father of subsequent child: _____

(2) Name of Child: _____ Date of Birth: _____

Name of Biological Father of subsequent child: _____

Do either of you own an automobile, truck or motorcycle? If so, complete below:

	Year & Make & <u>Color</u> of Vehicle	Registered Owner (Husband / Wife / Both)	Who gets The Vehicle (Husband or Wife)
1st	_____	_____	_____
2nd	_____	_____	_____
3rd	_____	_____	_____
4th	_____	_____	_____

Do you have liens secured by autos, etc.? Yes _____ No _____

If yes, answer for each: Name of lender; balance due; name(s) of the person who signed the lien and value of vehicle.

1st vehicle _____

2nd vehicle _____

3rd vehicle _____

4th vehicle _____

Have all personal belongings or furniture already been divided, or can they be divided by agreement?

Yes _____ No _____

If No, list generally the property as you wish it divided: (if list is long or detailed, submit separately).

Does either Party own a house which is or was used as a marital residence? Yes _____ No _____

Address: _____

First Mortgage Balance \$_____ (best estimate) Market Value of House _____ (best estimate)

Second Mortgage Balance \$_____ (best estimate)

Is the deed in the name of you, your spouse, or both? _____

Is the mortgage in the name of you, your spouse or both? _____

Who is to get the title to the home or will it be sold? _____

Do you want to claim an equity interest? Yes _____ No _____ Your interest \$_____

What is the monthly mortgage payment? \$_____

Do you have other real property (time share, rental property, lots, etc.)?

If so, please list: _____

Will each person be responsible for paying his or her bills made in his or her name?

Yes _____ No _____

If answer to this question is NO, complete the list below or submit separately if extensive.

Creditor Name Owed Money (other than vehicle liens)	Approximate Amount Owed	Who should pay Debt (H or W or split)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Provide information on any of the matters below that apply to you or your spouse:

Substantial Savings Account(s): (where, approx. balance) _____

Private Retirement Funds (401k, etc.) **WIFE:** _____

Private Retirement Funds (401k, etc.) **HUSBAND:** _____

Periodic Pension (present value) **WIFE:** _____

Periodic Pension (present value) **HUSBAND:** _____

Other Valuable Non-vehicle Personal Property: (gun collection, coin collection, etc.)

Will your spouse sign a no-fault divorce decree on the grounds of Irreconcilable Differences?

Yes _____ No _____

If No, specify the wrong(s) done to you which will be used as grounds for your divorce:

Is a Restraining Order needed based on recent violence or threats? Yes _____ No _____

If Yes, why?: _____

Where can Spouse be served (between the hours of 8:00 a.m. and 4:00 p.m.)?

* Forward a picture of your spouse to dickteeter@bellsouth.net to be used for identifying purposes for service

* **What is the make, model, & color of vehicle(s) spouse drives:**

Have you ever filed for any of the following against your current spouse in Hamilton County?

Divorce: Yes _____ Order of Protection: Yes _____ If Yes: What Year and Judge, Division: _____

Does Wife want to return to any prior name? Yes _____ No _____

If YES, please write full name she desires to return to: _____

Are you currently planning a wedding? Yes _____ No _____

If so, what is the proposed wedding date? _____

***We cannot guarantee a specific date on which your divorce will be completed.

Any specific MISCELLANEOUS REQUESTS you want to ask for, if so please list:

Do YOU carry your spouse on any health insurance? Yes _____
(not dental, vision or life insurance)

May we send your Monthly Billing Statement to you via email? Yes _____

If Yes provide your Email address: _____

How did you select this Firm? (Please mark the main one)

Referral by Person or Reputation of Attorney	_____
Saw Market Street Office	_____
DivorceChattanooga.com Website	_____
Newspaper – Times Free Press	_____
Right 2 Know website	_____
Internet Ad	_____
TV Commercial	_____
Phone Book Directory – hibu Yellow Book	_____