

Dade Legal Aid - Family Law Requirements

NOTICE TO CLIENT: Please be advised that based upon your income you may qualify to receive our services. Until you have seen an attorney and Dade Legal Aid has accepted your case, Legal Aid does not represent you and will not make any appearances on your behalf. When you come for your appointment, you must bring **COPIES** of the documents listed below.

****COPIES ONLY- NO ORIGINALS****

1. PHOTO ID
2. Birth Certificate of all minor children and any children you have had.
3. Marriage Certificate/ Death Certificate of Mother or Father/ Consent Letter for custody and the respondent's address.
4. Restraining Orders currently in effect or previously entered.
5. Any Order entered involving custody, child support or parental responsibility of your children.
6. Any letter from DCF involving reports of abuse, including abandonment and neglect.
7. Any lien, credit account statements or personal statement of debt within the past three years indicating marital finances for you or your spouse. Ex. student loan, mortgage applications, financial affidavits submitted to DCF or any other agency, etc.
8. 3 Months of the most recent pay stubs or a letter from employer.
9. Last 3 years of Income Tax Returns, gift tax returns, and intangible personal property tax returns filed by you or on your behalf.
10. IRS W-2, 1099, and K-1 for the past year if the income tax returns for that year have not been prepared.
11. Bank account statements for the past (6) months.
12. Deeds, closing statements, and mortgage documents of any property owned by you or your husband.
13. Mortgage statement indicating balance due and escrow amounts.
14. Itemized list of all debts with the following information: name of creditor, name on account, account number, date account was opened, balance at the time of separation, current balance, minimum monthly payment.
15. Title and registration of any vehicles, boats, or trailers, owned by you or your spouse.
16. Outstanding medical, dental, or hospital bills for you, your spouse, or your children.
17. Criminal record of your spouse/ boyfriend.
18. Statements of public benefits, social security benefits, unemployment, or disability benefits that you, your spouse or children are receiving.
19. Statements relating to any pension or stocks owned by you or your spouse.
20. Breakdown of cost of medical insurance coverage if premium paid includes dependents.
21. Receipts of payments of day care or after school care expense, itemized list of personal properties held at the time of separation; date acquired, purchase date price, and present value.
22. A short statement as to history of the marriage.