

DOMESTIC RELATIONS FINANCIAL AFFIDAVIT INSTRUCTIONS

EFFECTIVE JANUARY 1, 2007

The law in Georgia concerning calculation of child support has changed. All parties, including those acting without attorneys (pro se litigants) are must file a financial affidavit as required by Uniform Superior Court Rule 24.2 (see below). **This must be filed at the time that the divorce complaint is filed.**

Instructions and worksheets to calculate child support, **which are required to be filed in any divorce involving children** online at <http://www.georgiacourts.org/csc/>
Documents which support the proposed calculation must also be filed.

Your case will not be set for a hearing or sent to the judge until both parties have submitted the required affidavit, worksheets and documents.

UNIFORM SUPERIOR COURT RULE 24.2

Financial data required; scheduling and notice of temporary hearing.

At the time of filing any action for temporary or permanent child support, alimony, equitable division of property, modification of child support or alimony or attorneys fees, the filing party shall file with the Clerk of Court the affidavit specifying his or her financial circumstances in the form set forth herein and, in cases involving child support, the schedules required by O.C.G.A. § 19-6-15 (effective January 1, 2007, as thereafter amended or revised), and shall serve the same upon the opposing party.

In protective order actions filed under OCGA § 19-13-1, et. seq. and in other emergency actions, the affidavit and schedules may be filed and served on or before the date of the hearing or at such other time as the court orders, and shall not be required at the time of filing of the action.

Notice of the date of any temporary hearing shall be served upon the adverse party at least 15 days before the date of the hearing, unless otherwise ordered by the court.

The opposing party shall serve the affidavit specifying his or her financial circumstances in the form set forth herein and the schedules, where applicable, and shall file with the Clerk of Court and exchange this information with the opposing party:

- (a) at least five days prior to any temporary hearing;
 - (b) at least five days prior to any court ordered mediation; or
 - (c) with his or her answer or thirty days after service of the complaint,
- whichever first occurs, if no application for a temporary award is made

and the parties do not participate in mediation prior to trial.

Any amendments to the affidavits or schedules shall be exchanged at least 10 days prior to hearing or trial.

Each party shall submit the proposed worksheet required by O.C.G.A. § 19-6-15 (effective January 1, 2007 and as amended or revised thereafter) at the time of hearing or trial.

On the request of either party, and upon good cause shown to the court, the affidavits, worksheets, schedules, and any other financial information may be sealed, upon order of the court.

No social security numbers or account numbers shall be included in any document filed with the Court.

Failure of any party to furnish the above financial information, in the discretion of the court, may subject the offending party to the penalties of contempt and may result in continuance of the hearing until such time as the required financial information is furnished or such other sanctions or remedies deemed appropriate in the court's discretion.

The affidavit shall be under oath and in substantially the following form:

[FORM FOLLOWS]

In the Superior Court of Douglas County, Georgia

_____, Plaintiff

vs

Civil Action No. _____

_____, Defendant

DOMESTIC RELATIONS FINANCIAL AFFIDAVIT

1. AFFIANT'S NAME: _____ Age _____

Spouse's Name: _____ Age _____

Date of Marriage: _____ Date of Separation _____

Names and birth dates of children for whom support is to be determined in this action:

Name	Date of Birth	Resides with
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<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

Names and birth dates of affiant's other children:

Name	Date of Birth	Resides with
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2. SUMMARY OF AFFIANT'S INCOME AND NEEDS

(a) Gross monthly income (from item 3A) \$ _____

(b) Net monthly income (from item 3C) \$ _____

(c) Average monthly expenses (item 5A) \$ _____

Monthly payments to creditors + _____

Total monthly expenses and payments

to creditors (item 5C) \$ _____

3. A. AFFIANT'S GROSS MONTHLY INCOME (complete this section or attach Child Support Schedule A)
(All income must be entered based on monthly average regardless of date of receipt.)

Salary or Wages \$ _____
ATTACH COPIES OF 2 MOST RECENT WAGE STATEMENTS

Commissions, Fees, Tips \$ _____

Income from self-employment, partnership, close corporations,
and independent contracts (gross receipts minus ordinary
and necessary expenses required to produce income)
ATTACH SHEET ITEMIZING YOUR CALCULATIONS \$ _____

Rental Income (gross receipts minus ordinary and
necessary expenses required to produce income)
ATTACH SHEET ITEMIZING YOUR CALCULATIONS \$ _____

Bonuses \$ _____

Overtime Payments \$ _____

Severance Pay \$ _____

Recurring Income from Pensions or Retirement Plans \$ _____

Interest and Dividends \$ _____

Trust Income \$ _____

Income from Annuities \$ _____

Capital Gains \$ _____

Social Security Disability or Retirement Benefits \$ _____

Workers' Compensation Benefits \$ _____

Unemployment Benefits \$ _____

Judgments from Personal Injury or Other Civil Cases \$ _____

Gifts (cash or other gifts that can be converted to cash) \$ _____

Prizes/Lottery Winnings \$ _____

Alimony and maintenance from persons not in this case \$ _____

Assets which are used for support of family \$ _____

Fringe Benefits (if significantly reduce living expenses) \$ _____

Any other income (do NOT include means-tested \$ _____

Public assistance, such as TANF or food stamps) \$ _____

GROSS MONTHLY INCOME

B. Affiant's Net Monthly Income from employment
(deducting only state and federal taxes and FICA)

\$ _____

\$ _____

Affiant's pay period (i.e., weekly, monthly, etc.) _____

Number of exemptions claimed _____

4. ASSETS

(If you claim or agree that all or part of an asset is non-marital, indicate the non-marital portion under the appropriate spouse's column and state the amount and the basis: pre-marital, gift, inheritance, source of funds, etc.).

Description	Value	Separate Asset of the Husband	Separate Asset of the Wife	Basis of the Claim
Cash	\$			
Stocks, bonds	\$			
CD's/Money Market Accounts	\$			
Bank Accounts (list each account)				
	\$			
	\$			
	\$			
Retirement Pensions, 401K, IRA, or Profit Sharing	\$			
Money owed you	\$			
Tax Refund owed you	\$			
Real Estate				
home	\$			
debt owed	\$			
other	\$			
debt owed	\$			
Automobiles/Vehicles				
Vehicle 1	\$			
debt owed	\$			
Vehicle 2	\$			

debt owed	\$			
Life Insurance (net cash value):	\$			
Furniture/furnishings	\$			
Jewelry	\$			
Collectibles	\$			
Other Assets				
	\$			
	\$			
	\$			
Total Assets	\$			

5. A. AVERAGE MONTHLY EXPENSES

HOUSEHOLD Mortgage or rent payments	\$	Cable TV	\$
Property taxes	\$	Misc. household and grocery Items	\$
Homeowner/Renter Insurance	\$	Meals outside the home	\$
Electricity	\$	Other	\$
Water	\$	AUTOMOBILE Gasoline and oil	\$
Garbage and Sewer	\$	Repairs	\$
Telephone: residential line	\$	Auto tags and license	\$
cellular telephone	\$	Insurance	\$
Gas	\$	OTHER VEHICLES(boats, trailers, RVs, etc.) Gasoline and oil	\$
Repairs and maintenance	\$	Repairs	\$
Lawn Care	\$	Tag ad License	\$
Pest Control	\$	Insurance	\$

CHILDREN'S EXPENSES		AFFIANT'S OTHER EXPENSES	
Child care (total monthly cost)	\$	Dry cleaning/laundry	\$
School tuition	\$	Clothing	\$
Tutoring	\$	Medical, dental, prescription (out of pocket/uncovered expenses)	\$
Private lessons (e.g., music, dance)	\$	Affiant's gifts (special holidays)	\$
School supplies/expenses	\$	Entertainment	\$
Lunch Money	\$	Recreational Expenses (e.g., fitness)	\$
Other Educational Expenses (list)		Vacations	\$
	\$	Travel Expenses for Visitation	\$
	\$	Publications	\$
Allowance	\$	Dues, clubs	\$
Clothing	\$	Religious and charities	\$
Diapers	\$	Pet expenses	\$
Medical, dental, prescription (out of pocket / uncovered expenses)	\$	Alimony paid to former spouse	\$
Grooming, hygiene	\$	Child support paid for other children	\$
Gifts from children to others	\$	Date of initial order	\$
Entertainment	\$	Other (attach sheet)	\$
Activities (including extra-curricular, school, religious, cultural, etc.)	\$	Summer Camps	\$
OTHER INSURANCE			
Health	\$		\$
Child(ren)'s portion:	\$		\$

Dental	\$		\$
Child(ren)'s portion:	\$		\$
Vision	\$		\$
Child(ren)'s portion:	\$		\$
Life Relationship of Beneficiary:	\$		\$
Disability	\$		\$
Other(specify	\$		\$
TOTAL ABOVE EXPENSES			\$

B. PAYMENTS TO CREDITORS			(please check one)		
To Whom:	Balance Due	Monthly Payment	Joint	Plaintiff	Defendant

TOTAL MONTHLY PAYMENTS TO CREDITORS: \$ _____

C. TOTAL MONTHLY EXPENSES: \$ _____

This _____ day of _____, 20_____.

Notary Public

Affiant

