

ASSET CHECKLIST

If either one of you formally requests the production of the basic information listed below, you both have an obligation to provide the information in your possession or control to the other within 30 days of the request. You should be aware that, if a formal request is made and all of the documents are not provided at the time of the divorce or separation, the court could completely reopen the case in the future and, if the failure to provide is deemed to be intentional, could order sanctions against you. The entire rule is found in ORS 107.089.

FOR EACH ITEM LISTED BELOW, PLEASE INDICATE WHETHER THE ITEM HAS BEEN PROVIDED, OR, IF IT HAS NOT BEEN PROVIDED, EXPLAIN WHY (i.e. "not in my possession", "none exist", etc.)

- (a) All Federal and State Income Tax Returns filed by either party for the last three calendar years.

_____ Provided _____ Not Provided. Explain: _____

- (b) If income tax returns for the last calendar year have not been filed, all W-2 statements, year-end payroll statements, interest and dividend statements and all other records of income earned or received by either party during the last calendar year.

_____ Provided _____ Not Provided. Explain: _____

- (c) Records showing any income earned or received by either party during the current calendar year.

_____ Provided _____ Not Provided. Explain: _____

- (d) All financial statements, statements of net worth and credit card and loan applications prepared by or for either party during the last two calendar years.

_____ Provided _____ Not Provided. Explain: _____

- (e) All documents such as deeds, real estate contracts, appraisals and most recent statements of assessed value relating to real property in which either party has any interest. (Note: if deeds or contracts are not available, then provide a list of all real property owned with address)

_____ Provided _____ Not Provided. Explain: _____

DISCOVERY CHECKLIST (ctd.)

- (f) All documents showing debts of either party, including the most recent statement of any loan, credit line or charge card balance due. (Note: if the actual bill statements are not reasonably available, then provide an itemized list.)

_____ Provided _____ Not Provided. Explain: _____

- (g) Certificates of title or registrations of all automobiles, motor vehicles, boats or other personal property registered in either party's name or in which either party has any interest. (If not available, provide a detailed listing of year, make and model.)

_____ Provided _____ Not Provided. Explain: _____

- (h) Documents showing stocks, bonds, secured notes, mutual funds and other investments in which either party has any interest. A detailed list is acceptable.

_____ Provided _____ Not Provided. Explain: _____

- (i) The most recent statement describing any retirement plan, IRA, pension plan, profit-sharing plan, stock option plan or deferred compensation plan in which either party has any interest. If actual account records are not available, then provide a detailed list stating financial institution, account number, and amount.

_____ Provided _____ Not Provided. Explain: _____

- (j) All bank, credit union or brokerage account records (monthly statements are fine to start) on any account in which either party has had any interest or signing privileges in the past year, whether or not the account is currently open or closed.

_____ Provided _____ Not Provided. Explain: _____
