

JOINT LOCAL FAMILY LAW RULES OF THE FAYETTE CIRCUIT COURT AND THE FAYETTE SUPERIOR COURT

The Court being duly advised now establishes the attached Joint Local Family Rules. All Family Law Rules previously adopted by either Court are hereby revoked.

It is further ordered that these rules be spread of record on the Record of Judgments and Orders Book of the Courts and that they be printed and distributed to members of the Fayette County Bar, and two copies thereof transmitted to the Clerk of the Indiana Supreme Court and the Indiana Court of Appeals.

SO ORDERED this 31st day of December, 2004.

Daniel Lee Pflum, Judge, Fayette Circuit Court

Ronald T. Urdal, Judge, Fayette Superior Court

JOINT LOCAL FAMILY LAW RULES

LR21-FL00-FL-1

SCOPE

These Rules shall govern the procedure and practice of all family law and domestic relations matters in the Fayette Circuit and Superior Courts unless otherwise provided by law or rules of the Indiana Supreme Court. These Rules are in addition to and are not intended to replace the Fayette County Local Trial Rules.

LR21-FL00-FL-2

ADMINISTRATIVE PROCEDURES

By agreement of the parties, all issues and evidence relevant to a domestic relations case may be presented in summary fashion by counsel. When submitting a Final Decree and Property Settlement, the parties shall submit sufficient copies of each for the Court to retain an original and copy of each and provide copies to all counsel of record. If counsel has been directed to submit a proposed order following a contested hearing the proposed order shall be submitted in writing and in electronic format.

Before a Body Attachment may be issued a party must establish have personal service on the adverse party of a Rule to Show Cause stating that a failure to appear may results in a body attachment or otherwise show that the non appearing person was present in court at the time the hearing was set.

LR21-FL00-FL-3

SPECIFIC DISCLOSURE REQUIREMENTS

Prior to any preliminary hearing or within thirty (30) days after service of any petition seeking relief in any family law matter, whichever shall first occur, each party shall provide the Court with written notice of any other pending legal proceeding in which such person is a party wherein the other pending legal proceeding involves an issue or allegation of domestic violence, spousal abuse, child abuse, protective order, restraining order, or any criminal charges. The written notice should include the cause number of the legal proceeding, identification and location of the Court, names of the parties involved, and a brief summary of the nature of the legal proceeding.

LR21-FL00-FL-4

AGREED MODIFICATION

An agreed modification entry will not be approved by the Court without a petition for modification having first been filed. A Joint Petition for Modification or Stipulation for Agreed Entry of Modification shall specifically set forth the basis and reasons for such modification which meet the statutory requirements for such modification. The Stipulation or Joint Petition shall be separate and apart from the Order and shall not be combined in one pleading.

LR21-FL00-FL-5

CHILD SUPPORT GUIDELINES

In all proceedings involving child support, including any petition to emancipate where there is more than one child, each party shall file with any settlement, or submit to the Court at the time a petition is filed, one or more Indiana Child Support Guidelines worksheets with supporting documentation. A response Child Support Worksheet with supporting documents shall be provided to the other party or to opposing counsel as the case may be, at least forty-eight (48) hours prior to the provisional hearing, unless reasonable circumstances prevent doing so and then such Child Support Worksheet shall be provided to the other party or opposing counsel at the earliest opportunity. Child Support Worksheets shall be promptly supplemented if changes occur prior to trial. Child Support Worksheets intended to be introduced at trial or final hearing shall be exchanged by the parties or counsel at least seven (7) days prior to trial.

If an agreement concerning support provides any deviation from the Guidelines, the parties shall present to the Court a written explanation, with supporting documentation, justifying the deviation. The proposed Order shall specifically state that the Court is deviating from the Child Support Guidelines and set forth the reasons for such deviation.

In all proceedings involving child support, an Income Withholding Order shall be submitted with any Settlement Agreement or Final Decree pursuant to Indiana Code 31-16-15-1 or the parties shall: Submit a written agreement providing for an alternative child support arrangement; or provide within the proposed Decree that "the Court determines that good cause exists not to require immediate income withholding" and stating the specific reasons therefore.

LR21-FL00-FL-6

FINANCIAL DECLARATION FORM

In all relevant family law matters, including dissolutions of marriage, separations, post-decree and support proceedings, the party filing the petition/motion shall provide to the opposing party or his or her legal counsel, if applicable, a fully completed Financial Declaration Form with all required attachments within forty-five (45) days of the filing of such petition/motion. The opposing party shall provide to the petitioning party or his or her legal counsel, if applicable, a fully completed Financial Declaration Form with all required attachments within fifty (50) days of the filing of the petition/motion.

The Financial Declaration Form need not be exchanged if: the parties agree in writing within fifty (50) days of the filing of the petition/motion to waive exchange; the parties have executed a written agreement which settles all financial issues; the proceeding is one in which the service is by publication and there is no response; the proceeding is post-decree and concerns issues without financial implications; provided, however, when the proceeding is post-decree and concerns an arrearage, the alleged delinquent party shall complete the entire Form, while the support recipient need complete only that portion which requires specification of the basis of the arrearage calculation (with appropriate supporting documentation); or, the Court otherwise waives such requirement.

Subject to specific evidentiary challenges, the Financial Declaration Form shall be admissible into evidence.

For the purpose of providing a full and complete verification of assets, liabilities and values, each party shall attach to the Financial Declaration Form all information reasonably required and reasonably available. This shall include recent bills, wage and tax records, bank records, pension and retirement account information, and mortgage account records. The term "reasonably available" means that material which may be obtained by letter accompanied with an authorization, but such term does not mean material that must be subpoenaed or is in the possession of the other party. Appraisals of real estate or personal property, or pension valuations are not required. However, once an appraisal or valuation is obtained it must be exchanged. Further, the Court may direct that an appraisal or valuation be obtained, just as it may designate the appraiser or valuator. The Court may require either party to supplement the Financial Declaration Form with appraisals, bank records, and other evidence to support the values set forth in the Form.

The exchange of financial declaration forms constitutes mandatory discovery. Thus, Indiana Trial Rule 37 sanctions apply. Additionally, pursuant to Indiana Trial Rule 26(E) (2) and (3), the Financial Declaration Form shall be supplemented if information changes or is added or if additional material becomes available. Any additional discovery such as Requests for Production, Interrogatories, or Depositions of the parties to the action shall not commence until the Financial Declaration Form has been exchanged. Any further discovery shall not seek to obtain information already obtained by the Financial Declaration Form.

Whenever the interest of privacy so requires, the Court may, upon proper Motion, direct that the Financial Declaration Form(s) be sealed until further order of the court. However, such request(s) shall not be made as a matter of course. When ordered sealed, the Court Reporter shall place the Financial Declaration Form(s) in a flat manner in an envelope of sufficient size, seal the envelope, and affix a copy of the Order directing that the Financial Declaration Form(s) be placed under seal. Financial Declaration Form(s) may be withdrawn at the conclusion of the case on such terms as the Court may allow.

Upon the filing of any family law matter referred to in Rule 6(A), the Clerk shall provide to the moving party upon filing and to the non-moving party by service a Notice of the requirement of this Rule. Such Notice shall be in a form substantially as follows:

You are advised that the moving party is required to provide to the opposing party or his or her legal counsel, if applicable, a fully completed Financial Declaration Form with all required attachments within forty-five (45) days of the filing of such petition/motion. The opposing party shall provide to the petitioning party or his or her legal counsel, if applicable, a fully completed Financial Declaration Form with all required attachments within fifty (50) days of the filing of the petition/motion.

Failure to timely provide a fully completed Financial Declaration Form with all required attachments may result in sanctions being entered against the party failing to file the Form.

LR21-FL00-FL-7

VISITATION ORDERS

The phrase "reasonable visitation" if not specifically defined in the Court's order is defined as those visitation rights agreed upon between the parties. To the extent the parties cannot agree to the particulars of such visitation, "reasonable visitation" shall be defined as those visitation rights provided for in the Indiana Parenting Times unless the court determines that under the particular circumstances a different visitation schedule is reasonable.

LR21-FL00-FL-8

TEMPORARY RESTRAINING ORDERS

Subject to the provisions of Ind. Trial Rule 65, in an action for dissolution of marriage, legal separation or child support, the Court may issue a Temporary Restraining Order, without hearing or security, if either party files a verified petition alleging an injury would result to the moving party if no immediate order were issued.

If the Court finds that an order shall be entered, the Court may enjoin both parties from: Transferring, encumbering, concealing, selling or otherwise disposing of any joint property of the parties or asset of the marriage without the written consent of the parties or the permission of the Court; Removing any child of the parties then residing in the State of Indiana from the State of Indiana from the State with the intent to deprive the Court of jurisdiction over such child without the prior written consent of all parties or the permission of the Court.

In the event a party seeks to enjoin the non-moving party from abusing, harassing, disturbing the peace, committing a battery on the moving party or any child or stepchild of the parties, or exclude the non-moving party from the marital residence, and the Court determines that an order shall be issued, such order shall be addressed to one person only. A joint or mutual restraining or protective order shall not be issued. If both parties allege injury, they shall do so by separate petitions. The Court shall review each petition separately and grant or deny each petition on its individual merits. In the event the Court finds cause to grant both petitions, it shall do so by separate orders. The moving party shall provide the Court the following information concerning the non-moving party: Name; Age; Date of Birth; Race; Sex; Height; Weight; Scars, tattoos or other identifiable characteristics; Home Address; Home Telephone Number; Work Address; Work Telephone Number; and Work Hours.

LR21-FL00-FL-9

ORDERS EXCLUDING A SPOUSE FROM THE RESIDENCE

A Restraining Order without notice which would evict a spouse from the marital residence may be issued only upon the following bases: there are alleged specific facts indicating more than a generalized fear of an adverse action; and there is evidence of actual or threatened physical or emotional abuse sufficient to find a risk of imminent danger; and the movant is physically available to testify unless there is a showing of exceptional circumstances precluding his or her availability or the applicant certifies to the Court the reasons supporting the claim why notice cannot be given.

In addition to the foregoing criteria, the court may consider any other relevant social or economic factors including whether either party has a reasonable alternative residence pending hearing on the provisional orders. In those circumstances where the court allows a party to be heard ex parte on the record and finds an emergency exists justifying issuance of an eviction order, the cause shall be set for preliminary hearing within ten (10) days with notice to all parties.

If an Order granting exclusive possession of the marital residence to one spouse is entered by the Court, such Order shall contain the following language: "The _____ hereby restrained from entering marital residence located at _____ and the Fayette County Sheriff's Department, Connorsville Police Department, or other appropriate law enforcement agency shall use all reasonable force, including arrest, to remove a party from the premises upon presentation of such an Order."

LR21-FL00-FL-10

CHILD CUSTODY AND VISITATION: REFERRALS FOR INVESTIGATION AND REPORT

On motion of either party with the approval of the Court, or on the Court's own motion, contested matters involving child custody and visitation may be referred to appropriate sources for investigation and report to the Court.

All custodial evaluator reports or guardian ad litem reports which are court ordered regarding custody and/or visitation shall be admissible into evidence on the motion of either party without the evaluator needing to be present at the hearing. No part of this Rule is intended to supplant the right of either party to compel the attendance of the evaluator or other witnesses as set out in Ind. Trial Rule 45.

In all contested family law matters involving child custody or visitation, the provision of Ind. Trial Rule 35 providing for physical or mental examinations by a physician shall be extended to include examinations and evaluations by a psychologist, therapist or other qualified evaluator upon order of the Court.

LR21-FL00-FL-11

FEES

Provisional attorney fees may be awarded based on evidence presented by way of Affidavit (or oral testimony if the Court shall allow) at the provisional hearing. Affidavits shall be admissible subject to cross examination. The following factors will be considered and should be included in any Affidavit submitted to the Court: the number and the complexity of the issues (e.g. custody dispute, complex asset valuation; the nature and extent of discovery; the time reasonably necessary for the preparation for or the conduct of contested pendent life matters or final hearings. Other matters requiring substantial expenditure of attorney's time; the amount counsel has received from all sources; and the ability of the opposing party to pay the requested fees and the disparity of income between the parties.

When the Court finds that attorney's fees should be awarded, the Court may find as reasonable attorney fees an amount of up to Five Hundred Dollars (\$500.00) for provisional attorney fees in a "basic/routine" Dissolution of Marriage case.

Appraisal or accounting fees may be awarded based on evidence presented by affidavit (or oral testimony if the Court shall allow) at a preliminary hearing. The following factors will be considered: itemized list of property to be appraised or valued (e.g. Defined Benefit Pension, Business Real Estate, Furnishings, Vehicles, etc.); an estimate of the cost of the appraisals and the basis therefore; and the amount of a retainer required and the reason an expert is necessary.

There shall be a rebuttable presumption that attorney fees will be awarded to the prevailing party in all matters involving a contempt citation. An attorney may submit by affidavit (or oral testimony if allowed by the Court) along with an itemized statement his requested fee. Affidavits shall be admissible into evidence by the Court.

Final or interim attorneys fees may be awarded based on evidence presented by way of Affidavit (or oral testimony if allowed by the Court) at the final hearing or any interim hearing requested by either party. The same factors as set out above will be considered by the Court.

LR21-FL00-FL-12

CHILD SUPPORT ORDERS

There is hereby created a rebuttable presumption that provisional child support orders shall be made retroactive to the date of the Initial Provisional Order Hearing. Such presumption may be rebutted upon a showing that such retroactivity is inappropriate under the facts of a particular case.

There is hereby created a rebuttable presumption that modification of post-decree child support orders shall be made retroactive to the Date of the first hearing on the petition for modification. This Rule shall not apply where a change of child custody is involved.

At least fourteen (14) days before the scheduled provisional or modification hearing, the parties shall exchange their three (3) most recent pay stubs, most recent W-2 and tax return, 1099's for income earned, and any documentation as to unemployment compensation or disability pay received within the last year

LR21-FL00-FL-13

HELPING CHILDREN COPE WITH DIVORCE

A. Attendance at Class. Before final hearing is scheduled on a petition for Dissolution of Marriage or Petition for Legal Separation in which the parties have minor children of the marriage, each party must attend not less than one session on Helping Children Cope with Divorce.

B. Location of Class. The sessions will be conducted by Behavioral Health Care Associates, 800 South 8th Street, Richmond, Indiana, 47375, and will be held at their facility.

C. Contact. Each party to the proceeding shall call Behavioral Health Care Associates at 765-983-8079 or 765-983-8085 within twenty days from the filing of the petition for the purpose of registering for the program. Each party shall provide Behavioral Health Care Associates with the cause number of the proceeding when they place the call or by bringing it with them to the session.

D. Certificate. The moderator of each session will provide each attendee with a certificate of attendance, which must be filed with the Court's Clerk prior to the Court's granting the Petition for Dissolution of Marriage or Petition for Legal Separation.

E. Payment. Each party is responsible for payment to Behavioral Health Care Associates of the \$30.00 cost of that party's participation. Allowances for waiver of fee will be given upon a good-faith showing of indigence.

F. Children Not to Attend. Participants may not bring children to these sessions. G. Make-Up Session. Make up sessions will be scheduled at dates and times to be by Behavioral Health Care Associates to accommodate those individuals who have irreconcilable conflicts with the Wednesday meeting dates.

H. Waiver. In those limited circumstances where it is clearly apparent that a party's compliance with this rule cannot be compelled, upon written motion, the Court may grant a waiver of its application.

I. Clerk to Provide Copies. The Clerk is directed to provide a copy of this rule to all petitioners or their attorneys at the time of filing of any Dissolution of Marriage Petition or Petition for Legal Separation if the parties have minor children, and attach a copy of this rule to such Petitions to be served with Summons.

J. Praecipe for Failure to Attend. If one party has failed to attend the class as required, the complying party may file a Praecipe with the Court requesting that the Court enter an Order requiring the opposing party to attend the class by a date certain or be subject to contempt of court.

LR21-FL00-FL-14

CONTACT WITH CUSTODIAL EVALUATORS

In the event a custodial evaluation is ordered by the Court, the Court shall direct the parties to contact the custodial evaluator to arrange for an appointment with the custodial evaluator. Other than making contact with the office of the custodial evaluator to arrange for the client's appointment with the custodial evaluator, counsel shall not initiate contact or otherwise communicate with the custodial evaluator until the custodial evaluator's report has been issued. Prohibited contact or communication shall include the sending of school records, medical records, affidavits, reports, or any other type of written record by the attorney to the custodial evaluator. Information which may be requested by the custodial evaluator shall be delivered or otherwise presented to the evaluator by the party and not counsel. In the event the custodial evaluator should contact counsel before the evaluator's report has been issued, such fact should be promptly conveyed to opposing counsel indicating the specific dialogue between counsel and the custodial evaluator. Following the issuance of the evaluator's report, the evaluator shall be deemed a witness and counsel shall be permitted ex parte communication with the evaluator at counsel's/client's expense.

LR21-FL00-FL-15

DISSOLUTION PROCEDURE

Prior to commencement of a final dissolution hearing, the Parties shall prepare a joint exhibit setting forth all the marital property. This exhibit shall not only give a description of the property and debt but the agreed upon value of the property and amount of the debt. If the Parties can not agree upon a value or an amount then the exhibit shall set out each party's value or amount. In addition the exhibit shall state who is to receive the property or pay the debt or that the distribution of the items at issue.

LR21-FL00-FL-16

TERMINATION OF REPRESENTATIVE CAPACITY

Upon the entry of final Decree of Dissolution of Marriage, Legal Separation, Paternity, or an Order of permanent modification of any custody, visitation and/or child support Order, the representative capacity of all attorneys appearing on behalf of any party shall be deemed terminated upon: An order of withdrawal; The expiration of time within which an appeal of such Order may be preserved or perfected pursuant to the Indiana Rules of Trial Procedure and/or the Indiana Rules of Appellate Procedure; or, The conclusion of any appeal of such Order commenced pursuant to Indiana Rules of Trial Procedure and/or the Indiana Rules of Appellate Procedure.

The service of any post dissolution pleadings upon any party not represented by counsel pursuant to the above paragraph shall be made upon that person pursuant to Indiana Rules of Trial Procedure.

Any copy served upon original counsel will be deemed to be a matter of professional courtesy only; however, such professional courtesy is encouraged and if a courtesy copy of such petition is sent to a representative, whether terminated or not, such shall be shown on a certificate of service.

APPENDIX A

FINANCIAL DECLARATION FORM

STATE OF INDIANA: CIRCUIT AND SUPERIOR COURTS OF FAYETTE COUNTY

IN RE THE MARRIAGE OF:		CAUSE NO.	
Petitioner:			
Respondent:			
FINANCIAL DECLARATION OF:		Date:	
Husband:		Wife:	
Address:		Address:	
Soc. Sec. No.		Soc. Sec. No.	
Badge/Payroll No.		Badge/Payroll No.	
Occupation		Occupation	
Employer		Employer	
Birth Date		Birth Date	
Date of Marriage:			
Date of Physical Separation:			
Date of Filing:			

Names and dates of birth of all children of this relationship, whether by birth or adoption:

NOTE: THIS DECLARATION IS CONSIDERED MANDATORY DISCOVERY AND MUST BE EXCHANGED BETWEEN PARTIES WITHIN THE TIME PRESCRIBED BY THE FAYETTE COUNTY RULES OF FAMILY LAW. PARTIES NOT REPRESENTED BY COUNSEL ARE REQUIRED TO COMPLY WITH THESE PRACTICES. FAILURE BY EITHER PARTY TO COMPLETE OR EXCHANGE THIS FORM AS REQUIRED WILL AUTHORIZE THE COURT TO IMPOSE THE SANCTIONS SET FORTH IN THE FAYETTE COUNTY RULES OF FAMILY LAW.

*In paternity actions, the term "husband" includes the putative father and the term "wife" includes the mother.

PART I: INCOME AND EXPENSE STATEMENT

STATEMENT OF INCOME, EXPENSES, ASSETS AND LIABILITIES

Attach copies of state and Federal Income Tax Returns for last three taxable years and wage statement from your employer for the last three (3) weeks.

NOTE: Attach separate sheets for subparts A, B and C for current spouse(s), roommate(s) or other(s) residing in the home.

A. GROSS WEEKLY INCOME from:			Husband	Wife
1.	Salary and wages including commissions, bonuses, allowances and overtime, payable _____ (pay period) Note: If paid monthly, determine weekly income by dividing monthly income by 4.3			
2.	Business/Self Employment Income before expenses.			
3.	Commissions, Bonuses, Tips			
4.	Pensions and Retirement			
5.	Social Security			
6.	Disability, Unemployment, Worker's Comp.			
7.	Public Assistance (welfare, AFDC payments, etc.)			
8.	Food Stamps			
9.	Child support received for any child(ren) not born of the parties to this marriage			
10.	Dividends and interest			
11.	Rents/Royalties less ordinary & necessary expenses			
12.	All other sources (Specify)			
13.	TOTAL GROSS WEEKLY INCOME			
B. ITEMIZED WEEKLY DEDUCTIONS:			Husband	Wife
14.	Weekly court ordered child support for prior children			
15.	Weekly legal duty child support for prior children			

	16.	Weekly health insurance premiums for children of this case only		
	17.	Weekly alimony/support/maintenances paid to prior spouses (actual paid)		
	18.	1/2 Weekly Self-employment Tax		
	19.	Union dues		
	20.	Weekly available income (Line 13 less Lines 14-19)		
	21.	Work Related Child Care		
	22.	Extraordinary Health care Costs		
	23.	Extraordinary Educational Expenses		
	24.	TOTAL GROSS WEEKLY DEDUCTIONS		
C. WEEKLY DISPOSABLE INCOME (Line 13 minus Line 24)				
D. OTHER EXPENSES			Husband	Wife
		State Incomes Taxes		
		Federal Income Taxes		
		Number of exemptions taken		
		Social Security		
		Medical Insurance - other than for children (list all persons covered):		
		Coverage available for children:		
		Medical ()		
		Dental ()		
		Eye Care ()		
		Psychiatric ()		
		Retirement or pension fund: Mandatory ()Optional ()		
		Child support withheld from pay (not including this case)		
		Garnishments (itemize on separate sheet)		
		Credit Union debts:		
		Thrift plans ()		
		Credit Union Savings ()		
		Bonds ()		

	Other (specify) ()		
	Other (specify) ()		
	Other (Specify):		

E. IN ALL CASES INVOLVING CHILD SUPPORT: Prepare and attach an Indiana Child Support Guidelines Worksheet (with documentation verifying your income); or, supplement such a Worksheet within ten (10) days of the exchange of this Form.

F. SELECTED MONTHLY LIVING EXPENSES: (Specify which party is the custodial parent and list name and relationship of each member of the household whose expenses are included).		Husband	Wife
	Rent or mortgage payments (residence)		
	Real property taxes (residence) if not included in mortgage payment		
	insurance (residence) if not included in mortgage payment		
	Utilities (including water, sewer, electricity, Gas, heat and garbage)		
	Telephone		
	Child Support not withheld from pay (not including this case)		
	Medical (not covered by insurance) Dental (not covered by insurance)		
	Insurance (life, health, accident, liability, disability excluding payroll deducted and automobile)		
	School (including, if applicable, colleges, universities or trade schools)		
	Child care and pre-school Transportation (other than automobile) Auto payments		
	Auto Insurance (not included in auto payment) Other (Specify):		
	MONTHLY TOTAL EXPENSES		
	AVERAGE WEEKLY EXPENSES (Divide total monthly expenses by 4.3)		

Note: Indicate which of the foregoing expenses are delinquent and the amount thereof G. DEBTS AND OBLIGATIONS: (Include credit union) Attach additional sheets as needed.

CREDITOR'S NAME DATE PAYABLE MONTHLY PAYMENT BALANCE TOTAL

ATTACH A COPY OF THE MOST RECENT STATEMENT FOR EACH DEBT.

Note: Indicate any special circumstances, i.e., premarital debts, debts in arrears on the date of physical separation or date of filing and the amount or number of payments in arrears.

PART II: NET WORTH

List all property owned either individually or jointly. Indicate who holds or how title held: (H) Husband, (W) Wife, or (J) Jointly. WHERE SPACE IS INSUFFICIENT FOR COMPLETE INFORMATION OR LISTING PLEASE ATTACH SEPARATE SCHEDULE.

Ownership	Value	Balance(s) Owed
H/W/J _____		(Identify Creditors)

A. HOUSEHOLD FURNISHINGS

(Value of furniture, appliances, and equipment, as a whole; that is, you need not itemize)

B. VEHICLES

(Year and Make)	Ownership	Value	Balance(s) Owed
Indicate regular driver	H/W/J _____		(Identify Creditors)

C. SECURITIES (stocks, bonds, etc.)

Ownership	Value	Balance(s) Owed
Company	H/W/J	(Identify Creditors)

Attach documents from each plan verifying information. If not yet received, attach a copy of your written requests to the plan(s).

D. CASH AND DEPOSIT ACCOUNTS

(including banks; savings and loan associations; credit unions; thrift plans; mutual funds; certificates of deposit; savings and checking accounts; IRA's and annuities)

Ownership	Value	Account No.	Institution	H/W/J
-----------	-------	-------------	-------------	-------

E. LIFE INSURANCE

Company/	Ownership	Beneficiary	Face	Type: Term,	Cash Value/
----------	-----------	-------------	------	-------------	-------------

Policy No. H/W/J Amount Whole Life Loan Amount Group

F. RETIREMENT PLANS

Name of Plan Ownership Vested Monthly Benefit Present Value
H/W/J Yes/No At Earliest (if known) Retirement Date

G. REAL ESTATE (attach separate sheet with the following information for each parcel).

Address

Type of Property

Date of acquisition

Original cost \$

Present value \$

Cost of additions \$

Basis for valuation (attach appraisal if Obtained): Total costs \$

Mtg. Balance \$

Other liens \$

Equity \$

Monthly payment \$

To whom paid

Taxes (in not included m payment) \$

Insurance (if not included m payment) \$

Special Assessments

Individual contributions to real estate (for example, inheritance, pre-marital assets, personal loans)

H. BUSINESS OR PROFESSIONAL INTERESTS

(Indicate name, share, type of business, value less indebtedness)

I. OTHER ASSETS

(that is, specify coin, stamp or gun collections or other items of unusual value). Use additional sheets as needed.

J. ATTACH ALL AVAILABLE DOCUMENTATION TO VERIFY VALUES. PART III. ARREARAGE COMPUTATION

If there is alleged the existence of a support or other arrearage, attach all records or other exhibits regarding payment history and compute the arrearage as of the date of filing of the petition or motion which raises that issue.

PART IV. VERIFICATION

I declare, under the penalties of perjury, that the foregoing, including any valuations and attachments is true and correct and that I have made a complete and absolute disclosure of all of my assets and liabilities. Furthermore, I understand that if, in the future, it is proven to this court that I have intentionally failed to disclose any asset or liability, I may lose the asset and may be required to pay the liability. Finally, I acknowledge that sanctions may be imposed against me, including reasonable attorney's fees and expenses incurred in the investigation, preparation and prosecution of any claim or action that proves my failure to disclose assets or liabilities.

PARTY' S SIGNATURE

Name: _____ Date: _____

Name: _____ Date: _____

PART V. ATTORNEY'S CERTIFICATION

I have reviewed with my client the foregoing information, including any valuations and attachments, and sign this certificate consistent with my obligation under Trial Rule 11 of the Indiana Rules of Procedure.

ATTORNEY' S SIGNATURE

Name: _____ Date: _____

Indiana Attorney Number: _____

Address: _____

Phone: _____

Fax: _____

APPENDIX "B"

Agenda for Pre-trial Conference Between Counsel

(A) Jurisdiction of the Court: (If not agreed upon, the party objecting shall submit his objections to the Court in writing, with a copy to opposing counsel, twenty-four (24) hours before pre-trial conference.)

(B) Define present status of the record.

(C) Any questions raised by pending motions: if any motions are pending, be prepared to take them up at pre-trial conferences. Briefs, if called for by the rules or desired by counsel, shall be submitted not later than twenty-four (24) hours prior to pre-trial conference if not sooner called for by the rules.

(D) Plaintiff shall reduce to writing all defense claims and/or counterclaims or affirmative defenses, including specifications of negligence relied upon in all negligence cases.

(E) Defendant shall reduce to writing all defense claims and/or counterclaims or affirmative defenses, including specific charges or negligence relied upon in an answer of contributory negligence.

(F) The parties shall set forth in writing all facts established by admissions in the pleadings and additional facts stipulated at the conference. Where one party proposes a stipulation which the other party or parties oppose, he shall submit this proposed stipulation to the Court in writing at least twenty-four (24) hours before the pre-trial conference.

(G) The parties shall state in writing the contested issues of fact. If there is disagreement as to fact issues, a statement of the disagreement shall be submitted to the Court in writing twenty-four (24) hours before pre-trial conference.

(H) The parties shall state in writing any contested issues of law, including evidentiary problems not implicit in the issues of fact.

(I) Plaintiff SHALL NUMBER all of his proposed exhibits and submit them for examination to the defendant.

(J) Defendant SHALL LETTER (A, B, C, etc.) all of his proposed exhibits and submit them to the plaintiff. Parties shall each designate in writing any exhibits of their opponent, the authenticity of which they cannot stipulate. All other exhibits will be received in evidence at the time of the pre-trial conference subject to objections as to relevancy and materiality at the time of trial.

(K) If the case is to be tried to a jury, the parties should discuss any disagreement on applicable rules of law on which the Court will be asked to instruct the jury so that each rule may be discussed and resolved, if possible, at pre-trial conference.

(L) Any proposed amendments to the pleadings shall be discussed. If any amendments are proposed and objected to by opposing counsel, at least twenty-four (24) hours before the pre-trial conference, and opposing counsel shall submit objections in writing not later than the time of the pre-trial conference.

(M) Counsel should discuss the desirability of submitting trial briefs and whether they will stipulate that trial briefs may be submitted without exchanging. (In absence of a stipulation, the Court will require trial briefs to be exchanged.)

(N) Any other matters which may save time at the trial or possible lead to a just settlement of the case should be discussed. In all property damage and/or personal injury cases, the plaintiff shall specify where applicable:

1. The nature of all permanent injuries claimed, describing them with particularity, together with the percentage of disability expected to be proven and the age and life expectancy of the person claiming permanent injuries.
2. All special damages claimed. All medical, hospital, and similar expenses must be itemized by giving the names of the persons and institutions furnishing the same and the amount paid to owed each. If property damage is claimed, the cost of repairs and name of person making same shall be given or if incapable of repair, the purchase price, age, mileage and value before and after the accident.
3. If lost earnings are claimed, the amount must be stated, the manner of computation, the period for which loss is claimed, and the name of the employer.
4. All medical reports and information should be exchanged or, if exchange is refused, a statement setting forth the reasons for refusal shall be submitted to the Court in writing at least twenty-four (24) hours before the pre-trial conference.

(O) After a pre-trial order is signed and filed following the pre-trial conference, it will control the course of the trial and may not be amended except by consent of the parties and the Court or by order of the Court to prevent manifest injustice. The pleadings will be deemed merged in the pre-trial order.

Therefore, counsel, at their conference, should be sure that they have presented and discussed all pertinent matters.

(P) The possibility of settlement shall be discussed. If not agreed upon, counsel should come to the pre-trial conference prepared to disclose maximum or minimum settlement figures authorized by client.

(Q) Discuss probable trial time. If a jury has been requested, discuss the possibility of waiving a jury and trying the case to the Court.