

Intake Form

- this document is strictly confidential
- this document will not be provided to the other spouse or lawyer
- the only exception is any report that must be made to a Children's Aid Society, the police or other legal authority such as if a child is at risk of harm, a person is in imminent danger, a judge orders disclosure or the police demand disclosure

1. Name _____

2. Date of birth & age _____

3. Address of current residence

4. Address of matrimonial home (if different)

5. Home telephone _____

6. Work telephone _____

7. Cellular telephone _____
8. Email address _____
9. Employer _____
10. Position _____
11. Date of marriage _____
12. Date commenced cohabitation _____
13. Date of separation _____
14. Cause of separation _____

15. Name, address, telephone number and email address of
your lawyer

16. Names, dates of birth & ages of children from this
relationship

17. Names, dates of birth & ages of children from any other relationships

18. Do the children have any special needs

19. What are the issues that you want to settle in mediation (rank in priority)

20. Do you have concerns about being in the same room with your former spouse

21. What do you consider to be the greatest obstacle in reaching an agreement

22. Do you have any special needs for accommodations in mediation

23. Are there any issues of mental illness, addiction, personality disorders or cultural differences to consider

24. If there is a court case underway, describe status of court case

[attach all judge's orders and endorsements and minutes of settlement]

Thank you for completing this form