



The dissolution of a marriage can be a difficult experience. Along with the wide range of emotions, there are many important tasks that need to be addressed. The purpose of this document is to provide guidance on a number of key activities, organized by the six core areas of financial planning. Keep in mind that not all items on this list may pertain to your specific situation, but hopefully this information will help you better prepare to deal with some of the challenges that come with working through a divorce. As a financial advisor, JNBA can be an important partner in helping guide you through some of these items. If you have any questions on the following, please contact your Senior Advisor and/or your attorney.

INITIAL TASKS



-
- Gather relevant personal information on both spouses
 - Each spouse's name, date of birth, and Social Security number
 - Names and dates of birth for children
 - Date and place of marriage, and length of domicile in present state
 - Information about prior marriages and children
 - Date of separation and grounds for divorce
 - Current occupation of spouses and name/address of employers
 - Education and degrees of each spouse
 - Notify appropriate professionals (financial advisor, accountant, insurance professional, etc.)
 - Engage a qualified divorce attorney

FINANCIAL POSITION



-
- Gather information about your financial situation
 - Income (copies of both spouses W-2 and 1099 forms)
 - Expenses (mortgage/rent, utilities, etc.)
 - Last three years of tax returns
 - Assets (divided by joint and separate ownership) including the following:
 - Brokerage accounts
 - Stocks, bonds, annuities
 - IRAs
 - Other retirement plans (i.e., pension, profit sharing, 401(k), 403(b))
 - Health Savings Accounts
 - Cash, CDs, money market accounts
 - Residence(s)
 - Personal property
 - Liabilities
 - Mortgage statement
 - Home equity loan statement
 - Automobile loan
 - Credit card statements
 - Promissory loans
 - Student loans

PLEASE NOTE: JNBA is neither an attorney nor accountant, and no portion of the above should be construed as legal or accounting advice. All legal and accounting issues should be addressed with the legal and accounting professionals of your choosing. Due to certain conflicts of interest during the pendency of a divorce or separation proceeding continued engagement with JNBA must be acknowledged by each spouse in a separate letter.

FINANCIAL POSITION



-
- Employee benefits of each spouse
 - Credit reports
 - Will child support and/or alimony be paid?
 - Prepare a budget based on changes in income and liabilities
 - How will the home be handled as part of divorce settlement?
 - Will residence(s) be transferred to either spouse as part of a divorce settlement?
 - Will residence(s) be sold to a third party?
 - Has cost basis of the home been determined (including any improvements made)?
 - Freeze all joint credit card accounts
 - How will education be funded for children (if applicable)?

RETIREMENT PLANNING



-
- Review and itemize all employer retirement plans
 - Does the divorce decree provide a payout from the plan? Will a Qualified Domestic Relations Order (QDRO) be utilized?
 - Once the divorce is settled, have new Retirement Projections prepared in order to plan independently for retirement
 - If married for at least 10 years, when you become eligible for Social Security benefits at age 62 (whether or not your ex-spouse has retired) and the divorce has been finalized for over two years, you may be eligible to collect spousal benefits. Contact the Social Security Administration for more information.

INVESTMENT MANAGEMENT



-
- Utilize the services of a qualified financial advisor to evaluate options for assets received from the divorce settlement
 - If investments are in place for children, determine which spouse will be responsible for managing those assets

RISK MANAGEMENT



-
- Gather and itemize all life, health, and disability insurance policies owned by each spouse
 - Gather and itemize all property and casualty coverage (i.e. homeowner's, automobile, umbrella (excess) liability insurance, etc.)
 - Will either spouse's health insurance cover the children and/or ex-spouse post-divorce?

ESTATE PLANNING/ LEGAL



-
- Was a prenuptial agreement in place?
 - Do spouses reside in a community property state? (AZ, CA, ID, LA, NV, NM, TX, WA, WI)
 - Is there a family business?
 - Has physical custody of the children been determined?
 - Has legal custody of the children been determined?
 - Have visitation parameters been established for the non-custodial parent?
 - Consider changes to Wills, Trusts, Power of Attorney forms, and Health Care Directives
 - Consider changes to beneficiary designations on 401(k) accounts, IRAs, life insurance, annuities, etc.
 - Consider adjustments to pension benefits (i.e. from joint & survivor to single life option)

TAX PLANNING



-
- Has the tax basis of all assets been determined?
 - If assets will be transferred or sold, have tax consequences been calculated and understood?
 - Have tax consequences of classifying support as alimony or child support been reviewed?
 - If already divorced, was divorce finalized by year-end?
 - If still married, will you agree to file jointly? Are risks of joint filing understood?
 - Has a separate maintenance decree been obtained to permit filing as unmarried or head of household? Have head of household conditions been met?
 - Which spouse will receive dependency exemption(s) for children?