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Hand Delivered at Initial Consultation

Dear Client:

Pursuant to Rule 12.285 of the Florida Family Law Rules of Procedure, there is mandatory/automatic disclosure in the State of Florida referable to, among other proceedings, dissolution of marriage actions.

Such mandatory/automatic disclosure must be effectuated within 45 days of service of the initial pleading (i.e., the Petition for Dissolution of Marriage) unless temporary relief is sought (e.g., request for temporary child support, temporary alimony or temporary attorney's fees). In the event of and for purposes of temporary relief, the time within which to make required disclosure is reduced.

Pursuant to said Rule 12.285, the documents, records, etc., which must be automatically produced are as follows:

1. A financial affidavit in substantial conformity with Family Law Form 12.901(d) if your gross annual income is less than \$50,000.00, or Family Law Form 12.901(e) if your gross annual income is more than \$50,000.00, which requirement cannot be waived. The financial affidavit must also be filed with the court;
2. All federal and state income tax returns, gift tax returns, and intangible property tax returns filed by you or on your behalf for the past 3 years. For purposes of a temporary relief hearing only, you may file a transcript of the tax returns provided by IRS Form 4506 in lieu of your individual federal income tax return. Please note, however, that you still must file the tax return itself within the initial forty-five (45) day period;
3. IRS form W-2, 1099, and K-1 for the past year, if the income tax return for that year has not been prepared;
4. Pay stubs or other evidence of earned income for the 3 months prior to service of the financial affidavit;

5. A statement identifying the amount and source of all income received from any source during the 3 months preceding the service of the financial affidavit required by this rule if not reflected on the pay stubs produced;
6. All loan applications and financial statements prepared or used within the 12 months preceding service of your financial affidavit required by this rule, whether for the purpose of obtaining or attempting to obtain credit or for any other purpose;
7. All deeds within the last 3 years, all promissory notes within the last 12 months;
8. All periodic statement from the last 3 months for all checking accounts, and from the last 12 months for all other accounts (for example, savings accounts, money market funds, certificates of deposit, etc.), regardless of whether or not the account has been closed, including those held in your name individually, in your name jointly with any other person or entity, in your name as trustee or guardian for any other person, or in someone else's name on your behalf;
9. All brokerage account statements in which either you or your spouse held within the last 12 months or holds an interest including those held in your name individually, and your name jointly with any person or entity, in your name as trustee or guardian for any other person, or in some else's name on your behalf;
10. The most recent statement for any profit sharing, retirement, deferred compensation, or pension plan (for example, IRA, 401(k), 403(b), SEP, KEOGH, or other similar account) in which you are a participant or an alternate payee and the summary plan description for any retirement, profit sharing, or pension plan in which you are a participant or an alternate payee. (The summary plan description must be furnished to you on request by the plan administrator as required by 29 U.S.C. 1024(b)(4));
11. The declarations page, the last periodic statement, and the certificate for any group insurance for all life insurance policies insuring your life or the life of your spouse, and all current health and dental insurance cards covering either you or your spouse and/or your dependent children;
12. Corporate, partnership, and trust tax returns for the last 3 tax years if you have an ownership or interest in a corporation, partnership or trust greater than or equal to 30%;
13. All promissory notes for the last 12 months, all credit card and charge account statement and other records showing your indebtedness as of the date of filing this action for the last 3 month, and all present lease agreements, whether owed in your name, individually, in your name jointly with any other person or entity, in your name as trustee or guardian for any other person, or in someone else's name on your behalf;
14. All written premarital or marital agreements entered into at any time between you

and your spouse, whether before or during the marriage. Additionally, in any modification proceeding, you must serve all written agreements entered into between you and your former spouse at any time since the order to be modified was entered;

15. All documents and tangible evidence supporting any claim you might have of special equity or non-marital status of an asset or debt for the time period from the date of acquisition of the asset or debt to the date of production or from the date of marriage, if based on premarital acquisition;
16. Any court orders directing you to pay or receive spousal or child support.

In addition to the foregoing discovery, you have a continuing duty to supplement documents described in this rule, including financial affidavits and documents substantiating all amendments made to financial affidavits, whenever a material change in your financial status occurs. If you decide to retain us, we will be dependent upon you to advise us of any change in your financial circumstances that might be subject to disclosure. Thus, any time your financial circumstances change, you must advise us so that together we can determine whether the change amounts to a “material” one which would require you to supplement documents previously furnished to your opponent. Sanctions may be levied by the court against you or our law firm for failure to comply with the rule. Absent your advice of any change in your financial circumstances, we as your attorneys will be hampered in our efforts to guide you through your dissolution of marriage action in the most meaningful, expeditious and cost effective fashion. Please assist us in this regard so that we may better serve you and your interests.

We understand that this is a very difficult and trying time in your life. Please feel free to contact us whenever you have any questions or concerns.

Sincerely,

Johnny D. Drizis, P.A.

Client's Signature

Date