

**GRANDPARENT**  
**CLIENT INTAKE FORM - CHILD SUPPORT/CUSTODY/VISITATION**

Date: \_\_\_\_\_ File No (do not fill in/for office use only): \_\_\_\_\_

\_\_\_\_\_  
First Name Last Name Middle Initial

Mailing Address: \_\_\_\_\_

Street Number & Name  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

How long in NJ / PA (circle one): \_\_\_\_\_ Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Physical Address (if different): \_\_\_\_\_

Email Address: \_\_\_\_\_

Employer (Name & Address): \_\_\_\_\_

Employer Phone Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Who may we contact if we cannot get a hold of you? \_\_\_\_\_

Phone Number: \_\_\_\_\_  
First Name Last Name

Parent(s) of the: \_\_\_\_\_ Mother \_\_\_\_\_ Father

**Opposing Party's Information:**

\_\_\_\_\_  
First Name Last Name Middle Initial

Mailing Address: \_\_\_\_\_  
Street Number & Name

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

How long in NJ / PA (circle one): \_\_\_\_\_ Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_

Physical Address (if different): \_\_\_\_\_

Name of Employer: \_\_\_\_\_  
DOB: \_\_\_\_\_

Is the opposing party represented by counsel? If so, who: \_\_\_\_\_

**GRANDCHILDREN/CHILDREN INFORMATION:**

How many children from the relationship/involved in custody / visitation request? \_\_\_\_\_

Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Male / Female

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Where is/are the child(ren) residing? \_\_\_\_\_

List all addresses where your child(ren) has/have lived for the past three years:

Dates	With Whom the Children Lived	Address (street, city, state)

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Briefly describe the custody / visitation schedule you are seeking:

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Does the Mother agree with the proposed custody / visitation schedule? \_\_\_\_\_

Does the Father agree with the proposed custody / visitation schedule? \_\_\_\_\_

**OTHER INFORMATION:**

Were the parties ever married? \_\_\_\_\_ If yes, date of divorce: \_\_\_\_\_

Is there a current order in place? \_\_\_\_\_ Did you bring a copy of the order \_\_\_\_\_

If not, please briefly describe what the order states:

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**REASON FOR SELECTING THIS FIRM:**

REFERRED BY: \_\_\_\_\_ YELLOW PAGES \_\_\_\_\_

INTERNET: \_\_\_\_\_ OTHER \_\_\_\_\_

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The legal process relating to Divorce, Child Custody/Timeshare, Child Support, and Domestic Violence may be is confusing. Misunderstandings and miscommunications between members of this firm and clients could occur (i.e., who is going to do what), especially at the beginning of a case. In order to make sure that everything is clear, please be advised that our representation of you does not commence until we receive a *signed Domestic Relations Fee Agreement* and the *Retainer*.

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DO NOT FILL ANYTHING OUT BELOW THIS LINE - THANK YOU

(Office Use Only)

FEE ARRANGEMENT

\$ \_\_\_\_\_ Retainer

\$250.00 Hourly

Petition/Response: \_\_\_\_\_ Motion for Interim Relief: \_\_\_\_\_