

COURT FILE NUMBER

Clerk's Stamp

COURT

- Alberta Court of Justice
 Court of King's Bench of Alberta

COURT LOCATION /
JUDICIAL CENTRE

APPLICANT

RESPONDENT

DOCUMENT

Financial Disclosure Statement

ADDRESS FOR SERVICE AND
CONTACT INFORMATION OF
PARTY FILING THIS DOCUMENT

I, _____, of _____, Alberta,
(Your name) (Name of city / town)

swear/affirm that the following information is true:

1. I am required to make this Financial Disclosure Statement because I will be making or responding to an application for: *(Choose all options that apply to you)*
 - a child support order
 - including a claim for contribution to special or extraordinary expenses
 - a spousal support order
 - an adult interdependent partner support order
 - a family property order (or matrimonial property order).
2. I have attached all of the following required documents as proof of my income over the 3 most recent taxation years, being 20_____, 20_____, and 20_____:
 - a copy of my personal income tax returns for each of the 3 most recent taxation years, including any schedules and T4, T4A and other relevant tax slips that were filed with the returns;
 - if I have not filed my personal income tax return for the most recent taxation year, a copy of all my T4, T4A and other relevant tax slips and statements disclosing any and all sources of income for the most recent taxation year, being 20_____;
 - a copy of my notices of assessment and any notices of reassessment for each of the 3 most recent taxation years;

- if my notices of assessment and reassessment are unavailable for any of the 3 most recent taxation years or where I have not filed a return for any of the 3 most recent taxation years, an Income and Deductions printout from the Canada Revenue Agency for each of those years. (*Note: An Income and Deductions printout is available from Canada Revenue Agency. Please call customer service at 1-800-959-8281.*)
3. (Choose all options that apply to you and attach the required documents.)
- I am an employee.** I attach copies of: (Choose one)
- my 3 most recent statements of earnings (paystubs) issued to me by my employer, indicating the total earnings paid to me in the year to date, including overtime;
 - a letter from my employer indicating the total earnings paid to me in the year to date, including overtime, including my rate of annual salary or remuneration, since my employer does not provide statements of earnings (paystubs);
- I am self-employed**, carrying on an unincorporated business (*not a partnership or corporation*). I attach copies of:
- for the 3 most recent taxation years, being 20_____, 20_____, and 20_____:
 - the financial statements of my business or professional practice (other than a partnership), and
 - a statement showing a breakdown of all salaries, wages, management fees or other payments or benefits paid to, or on behalf of, persons or corporations with whom I do not deal at arm's length.
 - particulars or copies of every cheque issued to me during the last 6 weeks from any business or corporation in which I have an interest, or to which I have rendered a service;
- I am unemployed**, since (date when last employed) _____
- I am a partner in a partnership.** I attach confirmation of my income and draw from, and capital in, the partnership for each of the 3 most recent taxation years, being 20_____, 20_____, and 20_____.
- I have an interest of 1% or more in a privately held corporation.** I attach copies of the following documents for each of the 3 most recent taxation years, being 20_____, 20_____, and 20_____:
- the financial statements of the corporation and its subsidiaries, and
 - a statement showing a breakdown of all salaries, wages, management fees or other payments or benefits paid to, or on behalf of, persons or corporations with whom the corporation, and every related corporation, does not deal at arm's length.
- I am a beneficiary under a trust.** I attach copies of the following documents:
- the trust settlement agreement, and
 - the trust's 3 most recent financial statements.
- I am a student.** I attach a statement indicating the total amount of student funding received during the current academic year, including loans, grants, bursaries, scholarships and living allowances.

I earn income from the sources of income listed below: (Choose all options that apply to you)

- Employment Insurance
- Social assistance (such as Income Support)
- Pension benefits (*name of pension plan*):
- Workers' compensation
- Disability payments (*name of disability insurer*):
- Other income source(s) (*describe source(s)*):

For each source of income checked off above, I attach copies of the following documents:

- the most recent statement of income indicating the total amount of income from that source during the current year, OR
- if such a statement is not provided, a letter from the appropriate authority stating the total amount of income from that source during the current year.

(Complete this section if you will be requesting the other parent to contribute to the special or extraordinary expenses of the child(ren).)

4. I attach a detailed list of the special or extraordinary expenses I am claiming for the child(ren), as well as copies of receipts or other documents showing the amount of those expenses, namely (**Schedule C**):

- child care expenses
- medical and dental insurance premiums attributable to the child
- health-related expenses that exceed insurance reimbursement by at least \$100 annually
- extraordinary expenses for primary or secondary school education
- expenses for post-secondary education
- extraordinary expenses for extracurricular activities.

(Complete this section if spousal support, adult interdependent partner support, or family property (or matrimonial property) is an issue.)

5. I attach copies of the following documents:

- all statements and cancelled cheques for all bank accounts solely or jointly in my name for the 6 most recent months;
- credit card statements for all credit cards solely or jointly in my name for the 6 most recent months;
- the most recent statements for all RRSPs, pensions, term deposit certificates, guaranteed investment certificates, stock accounts and other investments in my name or in which I have an interest;
- a sworn itemized list of my income, assets and liabilities (**Schedule A**);
- my monthly budget of expenses (**Schedule B**);
- I attach a list of any property for which I am claiming an exemption from distribution under section 7 of the *Family Property Act*. (For Court of King's Bench property matters only)

6. *(Choose the option that applies to you.)*

- I have not been ordered to disclose any documents in addition to the documents I have already attached to this Financial Disclosure Statement.
- I have been ordered to disclose documents in addition to the documents I have already attached to this Financial Disclosure Statement. Attached is a list of the documents I am required to disclose along with copies of all the required documents.

SWORN/AFFIRMED BEFORE ME on

, 20_____

at _____, Alberta.

Commissioner for Oaths
in and for Alberta

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Schedule A **Statement of Income, Assets and Liabilities**

This is the statement of income, assets and liabilities of _____
[Name]
the _____ in this action.
[Applicant / Plaintiff / Respondent / Defendant]

A. INCOME

All of my sources of income and amounts of income per month are as follows:

- (a) Employment income of \$_____ from _____ [employer];
- (b) Employment insurance benefits of \$_____;
- (c) Worker's Compensation Benefits of \$_____;
- (d) Interest and investment income of \$_____;
- (e) Pension income of \$_____;
- (f) Government assistance income of \$_____ from _____ [source];
- (g) Self-employment income of \$_____;
- (h) Other income of \$_____ from _____ [source].

My total income last year as indicated at line 150 of my _____ [year] tax return was \$_____.

I expect my income at line 150 of my tax return this year to be \$_____.

B. ASSETS

Asset	Particulars	Date Acquired	Value (Estimated)
1. Real Estate (List any interest in land, including leasehold interests and mortgages, whether or not you are registered as owner. Provide legal descriptions and indicate estimated market value of your interest without deducting encumbrances or costs of disposition.)(Record encumbrances under debts.)			
2. Vehicles (List cars, trucks, motorcycles, trailers, motor homes, boats, etc.)			
3. Financial Assets (List savings and chequing accounts, cash, term deposits, GICs, stocks, bonds, Canada Savings Bonds, mutual funds, insurance policies (indicate beneficiaries), accounts receivable, etc.)			
4. Pensions and RRSPs (Indicate name of institution where accounts are held, name and address of pension plan and pension details.)			
5. Corporate/Business Interests (List any interest you hold, directly or indirectly, in any corporation, unincorporated business, partnership, trust, joint venture, etc.)			
6. Other (List anything else of value that you own, including precious metals, collections, works of art, jewellery or household items of high value. Include location of any safety deposit boxes.)			

C. DEBTS

Debt	Particulars	Date Incurred	Balance Owing	Monthly Payment
1. Secured Debts (List all mortgages, lines of credit, car loans, and any other debt secured against an asset that you own.)				
2. Unsecured Debts (List all bank loans, personal loans, lines of credit, overdrafts, credit cards and any other debts that you have.)				
3. Other (List any other debts, including obligations that are relevant to a claim for undue hardship – e.g. car lease payment)				

I, _____ [name] solemnly declare that the facts set out in this document are true. I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

[Signature of person completing document]

Declared before me to be true on _____ [date], 20____ at
_____ [city / town], Alberta.

Commissioner for Oaths in and for Alberta

Print name and expiry/Lawyer/Student-at-Law

NOTE: It is an offence to make a false declaration.

Schedule B
Monthly Budget of Expenses

Expense	Monthly Amount	Expense	Monthly Amount
Automatic Deductions			
CPP contributions	\$	Transportation	
EI premiums	\$	Public transit, taxis	\$
Income taxes	\$	Gas and oil	\$
Employee pension contributions	\$	Car insurance and license	\$
Union dues	\$	Repairs and maintenance	\$
SUBTOTAL	\$	Parking	\$
Housing			
Rent or mortgage	\$	Car Loan or Lease Payments	\$
Property taxes	\$	SUBTOTAL	\$
Property insurance	\$	Health	
Condominium fees	\$	Health insurance premiums	\$
Repairs and maintenance	\$	Dental expenses	\$
SUBTOTAL	\$	Medicine and drugs	\$
Utilities			
Water	\$	Eye care	\$
Heat	\$	SUBTOTAL	\$
Electricity	\$	Personal	
Telephone	\$	Clothing	\$
Cell phone	\$	Hair care and beauty	\$
Cable	\$	Alcohol and tobacco	\$
Internet	\$	Education (<i>specify</i>)	\$
SUBTOTAL	\$	Entertainment/recreation (including children)	\$
		Gifts	\$
		SUBTOTAL	\$

Household Expenses	
Groceries	
Household supplies	\$
Meals outside the home	\$
Pet care	\$
Laundry and Dry Cleaning	\$
SUBTOTAL	\$
Childcare Costs	
Daycare expense	\$
Babysitting costs	\$
SUBTOTAL	\$

Other expenses	
Life insurance premiums	\$
RRSP/RESP withdrawals	\$
Vacations	\$
School fees and supplies	\$
Clothing for children	\$
Children's activities	\$
Summer camp expenses	\$
Debt payments	\$
Support paid for other children	\$
Other expenses not shown above (specify)	\$
SUBTOTAL	\$

Total Amount of Monthly Expenses	\$
Total Amount of Yearly Expenses	\$

Schedule C
Special or Extraordinary Expenses for the Child(ren)

Child's Name	Expense	Amount/yr.	Available Tax Credits or Deductions*
1.		\$	\$
2.		\$	\$
3.		\$	\$
4.		\$	\$
5.		\$	\$
6.		\$	\$
7.		\$	\$
8.		\$	\$
9.		\$	\$
10.		\$	\$

Total Net Annual Amount	\$
Total Net Monthly Amount	\$

* Some of these expenses can be claimed in a parent's income tax return in relation to a tax credit or deduction (for example childcare costs). These credits or deductions must be shown in the above chart.

I attach to this Schedule copies of receipts or other documents showing the amount of the expenses listed above.

I earn \$ _____ per year which should be used to determine my share of the above expenses.

NOTE: Pursuant to section 7 of the Child Support Guidelines, a court can order the parents of a child to share the costs of the following expenses for the child:

- Necessary childcare expenses;
- Medical insurance premiums and certain health-related expenses for the child that cost more than \$100 annually;
- Extraordinary expenses for the child's education;
- Post-secondary school expenses; and
- Extraordinary expenses for extracurricular activities.