

**DIVORCE MASTERS OFFICE  
PRELIMINARY CONFERENCE CHECKLIST**

Docket No. \_\_\_\_\_ **FC** \_\_\_\_\_ - \_\_\_\_\_ (02 to establish grounds OR 15 for economic issues)

1. Plaintiff.  
Name: (Husband / Wife)  
Address: \_\_\_\_\_, since WHEN? With WHOM?  
Counsel: \_\_\_\_\_, Esquire  
Date of Birth: \_\_\_\_\_  
Employment: where/ as what? \_\_\_\_\_ Hourly/salary: \_\_\_\_\_ . DOH . Benefits:  
Education: \_\_\_\_\_  
Number of marriage: \_\_\_\_\_  
Health: \_\_\_\_\_
  
2. Defendant.  
Name: \_\_\_\_\_ (Wife / Husband)  
Address: \_\_\_\_\_, since WHEN? With WHOM?  
Counsel: \_\_\_\_\_, Esquire  
Date of Birth: \_\_\_\_\_  
Employment: here/ as what? \_\_\_\_\_ Hourly/salary: \_\_\_\_\_ . DOH . Benefits:  
Education: \_\_\_\_\_  
Number of marriage: \_\_\_\_\_  
Health: \_\_\_\_\_
  
3. Children:  
Children of this marriage:      Name                      DOB
  
4. Support/APL: Bring copy of most recent order establishing support AND showing incomes.
  
5. Custody arrangements (order, agreement, etc.)
  
6. Basic dates and Pleadings:  
Date of Marriage (DOM): \_\_\_\_\_  
Place of Marriage: \_\_\_\_\_  
Date of Separation (DOS): \_\_\_\_\_  
Date Complaint Filed: \_\_\_\_\_  
Method of Service: \_\_\_\_\_  
Proof of service filed: \_\_\_\_\_  
Other pleadings: \_\_\_\_\_
  
7. Divorce Status.  
Plaintiff-(Wife/Husband's) 3301(c) Consent filed: \_\_\_\_\_  
Defendant-(Wife/Husband's) 3301(c) Consent filed: \_\_\_\_\_  
Plaintiff-(Wife/Husband's) 3301(d) Affidavit filed: \_\_\_\_\_  
Defendant-(Wife/Husband's) Counter-Affidavit filed: \_\_\_\_\_  
Date of Bifurcation Order: \_\_\_\_\_  
Date of Divorce Decree: \_\_\_\_\_