

Documents to gather after separation

A client resource covering
property and parenting
matters



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Gathering key documents early makes it easier for your lawyer to advise you, and can save time and cost as your matter progresses. This checklist covers the documents commonly needed in both property and parenting matters. Not every item will apply to you - your lawyer can help you identify what else may be relevant.

Part A: Property and financial documents

Identify and personal

	Photo identification (driver's licence or passport)
	Marriage certificate, or evidence of the de facto relationship (e.g. shared lease, joint bills)
	Details of the date of separation, and any period of separation under one roof

Income and tax

	Recent payslips (last 3 months), or evidence of other income
	Income tax returns and notices of assessment (last 3 years, where available)
	Evidence of any government benefits or child support received or paid

Bank accounts and savings	
	Bank statements for all joint and individual accounts (last 12 months)
	Details of term deposits, offset accounts, or savings held with any institution
Property	
	Certificate of title or land title search for any real property owned
	Mortgage statements and loan account details
	Recent rates and water notices
	Any recent valuations, appraisals, or contracts of sale
	Details of any rental income from investment properties
Superannuation	
	Superannuation member statements for you and, where obtainable, your former partner
	Trust deed and financial statements if either party holds a self-managed super fund (SMSF)
Debts and liabilities	
	Credit card statements (last 12 months)

	Personal loan, car loan, or other finance agreements
	Details of any tax debts, HECS/HELP debts, or guarantees given for third parties
Business and other assets	
	Business financial statements and tax returns (last three years), if either party owns a business
	Trust deeds and financial statements for any family or discretionary trusts
	Details of shares, managed funds, or cryptocurrency holdings
	Evidence of significant personal property - vehicles, boats, jewellery, art, or collectables
	Insurance policy details (life, income protection, home and contents)
Estate planning	
	Current Will and Power of Attorney documents for both parties, if known

Part B: Parenting documents

Children's identity and welfare

	Birth certificates for each child
	Medicare card and private health insurance details
	Passport details, if the children hold a passport

Health and development

	Immunisation records
	Details of any ongoing medical, dental, or allied health treatment
	Reports from paediatricians, psychologists, or other health professionals, if relevant
	Details of any diagnosed additional needs and current support arrangements

Education

	Current school or childcare enrolment details
	Recent school reports
	Details of school fees and other education-related costs

Current care arrangements	
	A record of the current and historical care arrangements for each child (who cares for the children, and when)
	Details of extracurricular activities and each parent's involvement
	Any existing parenting plan or informal agreement between the parties
Safety and welfare concerns	
	Copies of any current or past Apprehended Violence Orders (AVOs) or family violence orders
	Police event numbers or reports, if relevant
	Any relevant correspondence, texts, or emails documenting welfare concerns
	Details of any involvement by the Department of Communities and Justice (DCJ) or equivalent agency.

Need help?

This checklist is intended as general information only and does not constitute legal advice. Not all items will apply to your situation, and other documents may be needed depending on your circumstances. Our team at Amanda Little & Associates can help you identify what is relevant to your matter and guide you through the next steps.

To arrange a confidential consultation, call us on 1300 ALA LAW or email reception@alalaw.com.au