

IN THE CIRCUIT COURT OF JEFFERSON COUNTY, MISSOURI

<hr/> <p>Petitioner,</p> <p>vs.</p> <hr/> <p>Respondent.</p>	<hr/> <p>Division _____</p>
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**Mandatory Document Exchange Compliance Form**

**NOTE: Compliance with Local Rule 68.4 does not require that copies of the actual documents be filed in the court file.**

The undersigned certifies that I have satisfied the requirements of Jefferson County Local Court Rule 68.4. I have provided the following documents to the other party:

**DOCUMENTS REQUIRED IN ALL CASES (Local Court Rule 68.4(10)(B))**

- 1. Federal and state income tax returns including all schedules, W-2, K-1 and 1099 forms for the preceding three years. (10.B.4)
- 2. Wage stubs (or other evidence of wages, tips or salaries if wage stubs are not issued) for the three months preceding the filing of the case. (10.B.5)
- 3. Any statements or other documents evidencing expenses incurred in the last 12 months preceding the filing of the case pertaining to work-related child care costs, premium payments for insurance for the children of the parties, and medical, dental/orthodontic, and vision costs attributable to the children of the parties. (10.B.6)

**ADDITIONAL DOCUMENTS REQUIRED FOR ALL DISSOLUTION OR LEGAL SEPARATION CASES (Local Court Rule 68.4(10)(B)(7))**

- 4. The three most recent statements for all bank accounts and all other accounts held jointly or individually by the parties in any brokerage firm or other financial institution. (10.B.7.A)
- 5. The most recent benefit statement for any retirement plan, whether vested or not vested, in which a party has an interest. (10.B.7.B)
- 6. Any appraisals of any marital or separate property conducted in the 12-month period preceding the filing of the case. (10.B.7.C)
- 7. Credit card statements and store charges for purchases occurring during the three months preceding the filing of the case. (10.B.7.D)

- 8. The most recent mortgage statement for any real property owned jointly or separately by the parties and copy of the deed for any such property. (10.B.7.E)
- 9. The most recent balance statement for any existing debt owed jointly or separately by the parties. (10.B.7.F)

The following documents (be specific) have not been exchanged because they are not in my possession or control and are not readily available to me electronically. As to these documents I have provided the other party with my best information concerning the location of such documents and the steps necessary to obtain or notified them that no such document exists.

I have not provided the following documents (be specific) because the parties have agreed in writing that these documents will not be relevant to any issues in this case:

- I am not required to exchange documents because a joint motion to waive the mandatory document exchange pursuant to Local Rule 68.4(9) has been approved by the Court.

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Attorney for Petitioner  
or Petitioner, if unrepresented

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

\_\_\_\_\_

Phone No.: \_\_\_\_\_

Date: \_\_\_\_\_

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Attorney for Respondent  
or Respondent, if unrepresented

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

\_\_\_\_\_

Phone No.: \_\_\_\_\_

Date: \_\_\_\_\_

THE ORIGINAL OF THIS DOCUMENT SHOULD BE FILED IN THE COURT FILE AND  
A COPY SENT TO THE OPPOSING PARTY, IF NOT REPRESENTED BY COUNSEL.