POST-DIVORCE Checklist fwd

Congratulations! Your divorce has been officially finalized. As you continue to move **FWD**, there are some important matters to take care of. Here is the good news- As you check the following to-do's off, you will likely feel confident and empowered. This list may seem overwhelming, but it is important not to disregard these steps. You don't have to handle all of this on your own, Michelle and her team are here to help you.

fwd **FWD** = areas Michelle & her team can help you complete

Divorce Team = areas Michelle can coordinate with another professional on your behalf to get the task done (ie: CPA)

ASSETS & FINANCES

- [ ] Review your investments and ensure each account aligns with your risk tolerance. fwd
- [ ] Divide or transfer assets according to your divorce decree fwd
- [ ] Change ownership and/or remove joint owners of financial accounts and property (ie: car, title)
- [ ] Review your tax filing status for potential changes, such as paycheck withholding
- [ ] Review your lifestyle expenses and reflect on any necessary change fwd
- [ ] Allow time to let emotions settle before making major purchases and/or big life changes.
- [ ] Close joint credit cards (don't forget to use/transfer your points first) and/or remove your former spouse as a user. Open new credit cards and bank accounts. Consider setting up auto pay to your credit card each month.
- [ ] Follow through on actions required in your divorce decree within timelines, such as re-financing a home, executing a quit claim deed, etc. fwd
- [ ] Seek advice to understand your new financial picture, changes to consider and wise steps to take moving forward. fwd
- [ ] Update/create your estate plans (will, trusts, POA, Healthcare Directive).
- [ ] Update beneficiaries per attorney's guidance that drafted the estate plans. Beneficiaries trump a will and are crucial to update. fwd

ASSETS & FINANCES (CONT.)

- [ ] If a qualified plan (ie: 401K, 403b, pension) needs dividing, ensure the Qualified Domestic Relations Order (QDRO) is in process. The QDRO can easily get lost in the shuffle and often needs checking on to ensure it's drafted and submitted.

PROTECTING YOURSELF

- [ ] Ensure changes to health insurance are made within appropriate deadlines. If going on COBRA, pay attention to deadlines to enroll. Seek a health insurance broker's advice to compare COBRA rates with individual rates. fwd
- [ ] Monitor your credit report. You can obtain a free report annually.
- [ ] Remove personal files and saved passwords from any jointly-used devices and computers.
- [ ] Find and secure important documents in a safe place, such as family photos, heirlooms, birth certificates, passports, marriage license, divorce decree, tax returns, deeds, titles, insurance contracts, estate plans, etc. fwd
- [ ] Re-evaluate all insurance policies to ensure you have appropriate coverage (life, disability, car, home, auto, umbrella, LTC, etc) fwd
- [ ] Get a clear view of your new financial situation. fwd

CO-PARENTING

- [ ] Find a system that works for you to track the kids' schedules, expenses, and communication between you and your ex-spouse.
  - A useful app called "Our Family Wizard" is designed for co-parenting with court approved communication tools. More details at: ourfamilywizard.com
  - Use of Google Sheets/Docs as an informal way to track (must be used with a Gmail account)

GETTING ORGANIZED

- [ ] Transfer titles on cars, boats and other vehicles at the DMV/county recorder.
- [ ] Keep extra certified copies of your divorce decree. Make physical & electronic copies of your decree.
- [ ] Check your safety deposit box and/or obtain a new one if needed.
- [ ] Create a new filing system.
- [ ] Update your mailing address and contact information with institutions you do business with.
- [ ] If you are receiving or paying child support and/or spousal maintenance, it may need to be adjusted for inflation (COLA) every so many years. Set a reminder these future dates to have adjustments made. fwd

NAME CHANGE

- [ ] If you changed your name as part of the divorce, list all places you need to contact to update it.

TAKE CARE OF YOU

- [ ] Take time for yourself. Do what you enjoy, re-visit old hobbies, start new ones, and spend time with those that bring you joy.
- [ ] Take care of your mental health which could mean hiring a therapist.
- [ ] If you feel lost on which direction to go, such as a career change, consider a life or career coach.

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