

## **POST-DIVORCE TO DO CHECKLIST**

Your divorce is final. You breathe a sigh of relief. No more papers to file, no more documents to complete and no more red tape. Not so fast! Although your Decree of Divorce has entered, there are several things you still must do to effectuate the provisions of the divorce decree and make sure that the financial and legal aspects of your life reflect your newly single status. Please use the following checklist to help you get started. Not every item below may apply to your situation, but there surely are some tasks that require your immediate attention.

- \_\_\_ Keep your scheduled visitation times with your child(ren);
- \_\_\_ Divide all property pursuant to your Permanent Orders or Separation Agreement;
- \_\_\_ Execute a quitclaim deed to transfer title to real property to your former spouse, and/or make sure that your ex-spouse does the same;
- \_\_\_ Change the titles to your motor vehicles to reflect the ownership as set forth in your Permanent Orders or Separation Agreement;
- \_\_\_ Notify your auto insurer of any changes in automobile drivers, ownership and addresses;
- \_\_\_ Confirm that your name is removed from any debts or loans that are no longer your responsibility;
- \_\_\_ If you change your name as a result of the divorce, then notify all of your creditors of the name change;
- \_\_\_ If you move, then notify all of your creditors of your change of address;
- \_\_\_ Notify the Social Security Administration of your name change;
- \_\_\_ Apply for a new driver's license with your new name and address on it;
- \_\_\_ Change your name on your bank accounts and checks or open new accounts in your name only;
- \_\_\_ Change your address on your bank accounts and checks;
- \_\_\_ Change your name, address and bank account information with your payroll department;
- \_\_\_ Apply for credit in your own name;
- \_\_\_ Remove your former spouse's name from your lease or mortgage;

- \_\_\_\_\_ Change the beneficiary on your life insurance policies consistent with the terms of your Permanent Orders or Separation Agreement;
- \_\_\_\_\_ Obtain life insurance naming your former spouse and/or children as beneficiaries to ensure continued support if you should die, if required by your Permanent Orders or Separation Agreement;
- \_\_\_\_\_ Write a new will;
- \_\_\_\_\_ Execute all necessary COBRA documents to ensure continued health insurance coverage, or confirm that your ex-spouse has done the same;
- \_\_\_\_\_ Confirm that the Qualified Domestic Relations Order (QDRO) is entered and implemented, if required pursuant to your Permanent Orders or Separation Agreement;
- \_\_\_\_\_ Take all other actions required by your Permanent Orders or Separation Agreement;
- \_\_\_\_\_ Pay all support when due; and
- \_\_\_\_\_ Notify your employer of any court-ordered support, if required by law to do so, to effectuate continued automatic withholding.

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