**IN THE DISTRICT COURT OF JOHNSON COUNTY, KANSAS**

**CIVIL – DEPARTMENT - FAMILY COURT**

***In the Matter of*:**

**[insert Petitioner name] Case No. [insert case number]**

**And Division 1**

**[insert Respondent name] Chapters 23 & 60**

**INITIAL DISCLOSURE AND CASE MANAGMENT ORDER**

In accordance with the rules of the Supreme Court relating to District Courts and the time standards for domestic relations cases,

**IT IS ORDERED** that:

1. The above captioned case is set for status conference on [insert date]. The parties and counsel shall personally attend, unless excused by the Court in advance.
2. Within three days of receipt, counsel for petitioner shall serve a copy of this Order on respondent and file proof of service with the Clerk of the Court.
3. Within 30 days from the date of this Order, the parties and counsel are **ORDERED** to schedule a meeting to be personally attended by both parties and their attorneys to exchange all financial documents related to the parties’ income and expenses for support determination and for evaluation of the parties’ assets and debts. Such document exchange shall include, but is not limited to:
	1. Complete signed and notarized Domestic Relations Affidavit (The parties shall not use the “short form” unless specifically authorized by the Court);
	2. Federal and State Income Tax Returns with all attachments and schedules for the most recent tax year, including, but not limited to W-2s, 1099s, 1098s, K-1s, Schedule C, Schedule E and any other schedules filed with the IRS;
	3. Copies of each payroll statement, pay stubs, pay advice (or equivalent documentation) for the past 12 months prior to the filing date from each employer from compensation was paid during the 12 month period, and the year-end pay stub (or equivalent documentation) for the calendar year that concluded prior to the filing of the action;
	4. Copies of all credit card statements (whether individual or joint accounts) for the past 6 months prior to filing date;
	5. Copies of all checking account statements (whether individual or joint accounts) for the past 6 months prior to filing date;
	6. Proposed Parenting Plan of each parent;
	7. Documentation confirming the cost and status of enrollment of employer provided medical, dental, vision and prescription insurance coverage for the party only, the party plus spouse (if applicable), and the party plus family (and/or party plus child(ren)) if offered. If any persons are covered by the policy other than the parties and their children together, the party shall disclose the first names and ages of all others covered by the policy;
	8. For the six (6) months prior to the filing of the petition, statements or other proof of payment of all work-related daycare expenses paid by a party; and
	9. A preliminary child support worksheet;
4. The document exchange conference is expected to be conducted without the assistance of the Court. The parties should, and are expected, to discuss, the exchange of additional documentation as may be necessary under the circumstances.
5. If the parties have not filed a final parenting plan within 90 days of the filing of the petition, or sixty days of the service of the petition upon the Respondent, whichever is later, the parties are ordered to contact the court to discuss alternative dispute resolution procedures.
6. Failure to comply with this Order and/or to schedule, attend and or participate appropriately in the document exchange conference, may result in pleadings being stricken, judgment being entered as requested, the matter being dismissed and/or the Court imposing sanctions upon a party and/or counsel, including but not limited to an award of attorney’s fees and costs as justice and equity may require.

**JUDGE OF THE DISTRICT COURT**

[insert attorney signature blocks(s) here]