

**Aaron I. Rappeport, Esquire**  
**Divorce Guides**  
**1515 Market Street, Suite 1200**  
**Philadelphia, PA 19102**  
**(215) 854-6340**  
**(215) 870-5154 (cell)**

Dear Client:

In accordance with your request, I am enclosing information for you to begin divorce proceedings through the mail. If you decide you would rather come into our office, give us a call and we will schedule your appointment.

The following is a brief explanation of each item enclosed:

**1) Divorce Procedures**

This describes the requirements and the cost for all of the no-fault divorces available from our firm.

**2) Client Authorization**

This is a form which authorizes our firm to begin divorce proceedings on your behalf.

**3) Divorce Intake Form**

This is a 1-page questionnaire which provides us with the information we need to prepare the divorce documents.

To begin divorce proceedings complete items 2 & 3 and return them in the enclosed envelope along with the initial deposit for the type of divorce you select (**\$550.00** for Type 1 or **\$750.00** for Type 2). We will bill you for the balance of the fee plus **\$100.00** for court costs when we are ready to file the divorce documents with the court.

Fees can be paid by Cash, Check, Money Order or the below.

Venmo @AaronRappeportESQ

CashApp \$AaronRappeport

Zelle @(215) 870-5154

Our firm handles a large number of divorces which enables us to pass the savings on to our clients.

**A charge in the amount of \$50.00 will be incurred if you make an appointment and fail to show or don't give 24 hours' notice of cancellation.**

Please give us a call if you have any questions.

Sincerely yours

Aaron I. Rappeport, Esquire  
Divorce Guides

## **CLIENT AUTHORIZATION AND FEE AGREEMENT**

Please read this agreement completely before signing. Then, if the terms are satisfactory, sign your name and fill in the information requested and return this **entire** page along with a check or money order **for \$550.00 for a Type 1 divorce or \$750.00 for a Type 2 divorce payable to: Divorce Guides.** The balance will be billed to you later.

My signature below indicates that I have read and agree to the following and that I authorize **Divorce Guides** to prepare and file my divorce documents for me and to take whatever action is reasonably necessary and appropriate to facilitate this process. **Divorce Guides** is authorized to accept service of all documents pertaining to my divorce until this agreement is terminated.

Divorce Guides is a law firm owned and operated by Aaron I. Rappeport, Esquire. **We will complete all the work required for you to obtain a divorce if you provide all the information we need and the divorce is uncontested;** that is, your spouse agrees to file the divorce in Pennsylvania's Potter County. It is further agreed and understood that my spouse and I have resolved our property division and debt issues or there are none to be resolved. Likewise, we have resolved any custody/visitation/support issues, or if we have such issues we have agreed to resolve them in a proceeding separate and apart from this divorce action.

Marital property generally includes property acquired from date of marriage until date of separation by either party or both parties, or the increase in value of individually owned property, (real estate, personal property, retirement accounts, pensions, 401K plans, life insurance benefits etc.)

If you have started a Type 1 divorce and you are separated more than 1 year, you can speed-up your divorce by paying the difference to convert to one of our other divorces.

If any of the information on the **intake form is incorrect** and we are required to file amended legal documents there will be an additional charge of \$100.00. This amount must be paid before we can complete your divorce.

**We cannot complete your divorce if your spouse refuses to sign the Affidavit of Consent/Acceptance of Service / Waiver in front of a notary public. Finally, if your spouse contests the divorce at any stage of the proceedings, this fee agreement is automatically terminated.**

If we have already prepared your legal documents and are forced to terminate the agreement for **ANY** reason, **the fee paid to Divorce Guides will not be refunded to you.**

Select the type of divorce you want:

Type 1: \_\_\_\_\_

Legal Fee  
Court Costs  
Total Cost

\$650.00  
\$100.00  
\$750.00

Type 2: \_\_\_\_\_

\$900.00  
\$100.00  
\$1,000.00

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Sign Name \_\_\_\_\_

Print Name \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Apt.: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ Other: (\_\_\_\_) \_\_\_\_\_

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**DIVORCE PROCEDURES**

**General Requirements** (applies to all 2 types of divorce)

Uncontested, no dispute over property, spousal support, child support/custody  
No fault  
Pennsylvania resident for past 6 months (husband or wife)  
No court appearance  
Divorce filed in Pennsylvania's Potter County

**Type 1**

|                   |                 |                              |
|-------------------|-----------------|------------------------------|
| Cost: Fee         | <u>\$650.00</u> | (deposit to start, \$550.00) |
| Court filing fee  | <u>100.00</u>   |                              |
| <b>Total Cost</b> | <b>\$750.00</b> |                              |

***No separation required***

Husband & wife **must sign** the divorce consent papers in front of a Notary Public  
Divorce complete in approximately **5 months**

**Type 2**

|                   |                   |                              |
|-------------------|-------------------|------------------------------|
| Cost: Fee         | <u>\$900.00</u>   | (deposit to start, \$750.00) |
| Court filing fee  | <u>100.00</u>     |                              |
| <b>Total Cost</b> | <b>\$1,000.00</b> |                              |

Must be separated at least 1 year

Spouse **signature required** in front of a Notary Public and accepting service and venue  
Divorce complete in approximately **8 weeks**

| <b>INTAKE FORM</b>  |                              |                                      |
|---|------------------------------|--------------------------------------|
|   | <b>About You (PLAINTIFF)</b> | <b>About Your Spouse (DEFENDANT)</b> |
| Full Name   |                              |                                      |
| Address   |                              |                                      |
| City, State and Zip   |                              |                                      |
| Mailing Address (if different than above)   |                              |                                      |
| City, State and Zip   |                              |                                      |
| Phone Number  |                              | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX |
| E-mail  |                              | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX |
| Date of Birth   |                              |                                      |
| Place of Birth  |                              |                                      |
| Place of Marriage (City/State)  |                              | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX |
| Date of Marriage  |                              | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX |
| Occupation  |                              |                                      |
| Date of Separation (Month/Year)   |                              | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX |
| Children under 18   |                              |                                      |
| Who do the Children live with?  |                              |                                      |
| Military Status (Plaintiff/Defendant)   |                              |                                      |
| <b>Marital Property</b>   |                              |                                      |
| Real Estate   |                              |                                      |
| Personal Property   |                              |                                      |
| Retirement Plans, etc.  |                              |                                      |
| <b>Serving Your Spouse: <u>Check One</u></b>  |                              |                                      |
| Do you want Divorce Guides to send you the paperwork to Serve your Spouse               |                              |                                      |
| Do you want Divorce Guides to Serve your Spouse directly by regular mailing (U.S. only) |                              |                                      |