Mediation Preparation Checklist – Divorce (No Minor Children)

Purpose: To help both parties come to mediation fully prepared with the information needed to reach a fair and efficient resolution.

1. Personal Property and Cash Equivalents

Household furnishings and furniture

Appliances

Jewelry, collectibles, and art

Vehicles (include make, model, year, and loan balance)

Recreational vehicles, boats, trailers, or equipment

Tools, firearms, or hobby equipment

Bank accounts (checking, savings, money market, CDs)

Cash on hand

Retirement accounts (401(k), IRA, pension, etc.)

Stocks, bonds, and investment accounts

Life insurance policies with cash value

Any other items of significant value

Tip: Each party should note which assets they wish to retain and whether there is any dispute about ownership or value.

2. Real Estate

Primary residence (address, mortgage balance, estimated value)

Other homes, land, or rental properties

Time-shares or vacation properties

Mineral rights or other property interests

Bring copies of deeds, mortgage statements, property tax records, or appraisals

3. Debts and Liabilities

Credit cards

Personal loans

Vehicle loans

Mortgages or home equity lines

Student loans

Medical bills

Business-related debts

Taxes owed or repayment plans

Recommendation: Each party should obtain a current credit report to ensure that all creditors and obligations are identified accurately.

4. Supporting Documents

Most recent bank statements (at least 3 months)

Investment and retirement account statements

Loan and mortgage documents

Insurance policies (life, auto, property)

Tax returns (last 2 years)

5. Optional (If Applicable)

Evidence of separate property (inheritances, pre-marital assets)

Proof of significant gifts or reimbursements

Business ownership documents

6. Mindset for Mediation

Arrive with an open mind and willingness to compromise

Understand that mediation is confidential

Focus on fair outcomes, not past grievances