

NORTH CAROLINA  
14<sup>th</sup> JUDICIAL DISTRICT  
DURHAM COUNTY

IN THE GENERAL COURT OF JUSTICE  
DISTRICT COURT DIVISION  
FILE NO. \_\_\_\_\_ CVD \_\_\_\_\_

Assigned Judge: \_\_\_\_\_

_____
Plaintiff,
v.
_____
Defendant.

**CERTIFICATION OF  
INITIAL DISCLOSURES  
(EQUITABLE DISTRIBUTION)**

**INSTRUCTIONS:** The documents to be provided shall be for the time periods set forth herein and pursuant to Rule 13 of the Durham Family County Family Court Domestic Rules. Said documents shall be provided to the opposing party/counsel and shall NOT be filed with the court. Only this completed Certification shall be filed with the court and a copy provided to the opposing party/counsel.

After the initial disclosures are made, each party has a continuing duty to amend or supplement the original documentation if there has been a substantial change in the form or substance of any of the original information provided.

Documents are considered to be in the custody or control of the party if such documents can be obtained by him or her, if the party is a joint title or account holder, or if the documents were prepared by a third party (i.e., CPA, accountant, bookkeeper, etc.) at his or her direction or on his or her behalf whether individually or jointly with another.

If any of the documents required below have not been provided, in the space following each item you must give a detailed explanation of why the documents are not being provided and indicate what good cause exists for not providing the documents as required.

1. I am the  Plaintiff  Defendant in this action. I have provided to the opposing party/counsel all of the documents listed below which are in my custody or control (check all that apply):

Real Property. All documents pertaining to any real property in which the party claims a legal or equitable interest during the marriage and owned on the date of separation, whether or not currently owned on the date of service of the initial disclosures, including, but not limited to, deeds, deeds of trust, promissory notes, closing documents, amortization schedules, listing contracts as well as all opinions of value or appraisals of any real or personal property acquired by the parties during the marriage and owned on the date of separation.

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- Motor Vehicles. All documents pertaining to any motor vehicle (land, water, or air) in which the party claims a legal or equitable interest during the marriage and owned on the date of separation, whether or not currently owned on the date of service of the initial disclosures, including, but not limited to, titles, bills of sale, promissory notes, and amortization schedules.

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- Retirement Plans, Stocks, Stock Options, and Bonds. All documents (for the time period described herein) pertaining to any defined contribution plan, any defined benefit plan, pension plan, SEP, IRA, Keogh, retirement, profit-sharing plan or other deferred compensation or retirement plan in which the party claims a legal or equitable interest during the marriage and owned on the date of separation, whether or not currently owned on the date of service of the initial disclosures, including, but not limited to account statements, plan descriptions, benefit statements, and account valuations.

All documents (for the time period described herein) pertaining to any stocks, stock options or bonds in which the party claims a legal or equitable interest during the marriage and owned on the date of separation, whether or not currently owned on the date of service of the initial disclosures, including, but not limited to investment account statements, company stock plan descriptions or statements, stock options or bonds documents.

The time period for documentation to be exchanged shall be as follows: the quarter before the date of separation, the quarter after the date of separation and if the parties have been separated for more than on month, for the last three quarters immediately preceding the status conference scheduled in this case. If a party has deferred compensation, including but not limited to stock options, copies of the option agreements and schedules shall also be provided this time period, as well as copies of the last three pay stubs for the months immediately preceding the status conference.

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- Debts. All documents pertaining to any secured or non-secured debt for which the party claims the opposing party has a legal or equitable obligation on the date of separation, including, but not limited to, consumer credit account (credit card) statements, installment debt payment vouchers, promissory notes, account statements, and credit reports showing the amount of debt existing on the date of separation and, if the parties have been separated for more than one month, a copy of the last three statements for the months immediately preceding the status conference that has been scheduled in this case.

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Financial Accounts. All documents pertaining to any checking, savings or other financial account in which the party claims a legal or equitable interest during the marriage and owned on the date of separation, whether or not currently owned on the date of service of the initial disclosures, including, but not limited to, monthly account statements and check registers for the three months immediately before the date of separation and if the parties have been separated for more than one month, a copy of the last three statements for the three months immediately preceding the status conference scheduled in this case.

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Credit History Report. Copy of credit history from at least one of the three credit reporting companies (Experian, TransUnion, or Equifax).

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Appraisals/Valuations. All opinions of value or appraisals of any real or personal property acquired by the parties during the marriage and owned on the date of separation.

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2. **CERTIFICATION:** I,  the Plaintiff  the Defendant in this action, hereby certify that all of the documents as indicated above and required by Rule 13.2 of the Fourteenth Judicial District Durham County Family Court Domestic Rules have been disclosed and provided to the opposing party/counsel. I further certify that if good cause exists for not providing certain documents, I have given a detailed explanation of such good cause in the space provided above.

This the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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Signature of Certifying Party  
 Plaintiff  Defendant

**CERTIFICATE OF SERVICE**

I hereby certify that a copy of this Certification of Initial Disclosures (Equitable Distribution) has been served on the opposing party/counsel in the following manner:

By depositing a copy in the US Mail in a properly addressed, postpaid envelope to: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

By hand delivery to: \_\_\_\_\_

\_\_\_\_\_

By facsimile to: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_

Plaintiff  
 Attorney for Plaintiff

Defendant  
 Attorney for Defendant