



Family Court of  
Western Australia

# Application for Consent Orders

## CHECKLIST

This checklist is provided as a guide to completing the application form correctly. It highlights questions on the form that people do not always answer correctly or fully.

<input type="checkbox"/>	<b>At Part A, Item 3</b> on page 1, have you clearly stated your contact address (address for service) in Australia?
<input type="checkbox"/>	<b>At Part B on page 2</b> , have you given details of your relationship? De facto parties seeking property orders will require an affidavit.
<input type="checkbox"/>	<b>At Part C, Item 10 &amp; 11</b> on pages 3 & 4, have you provided details of any ongoing Court cases or existing orders concerning the applicant, respondent, or the children? Where there is an existing order you may either attach a copy of the order or set out the details of that order. If the orders you seek are intended to vary or discharge an existing order made in a Court other than the Court in which the Application for Consent Orders is to be filed, then sealed copies of the existing order must be filed.
<input type="checkbox"/>	<b>At Part C, Item 14, 15 &amp; 16</b> on page 5, if you have answered yes, have you provided/attached the documents required?
<input type="checkbox"/>	<b>At Part C, Item 18</b> on page 5, if there is a proceeds of crime order or a forfeiture application in existence in relation to any of the properties of any of the parties, have you attached a sealed copy of the order or application?
<input type="checkbox"/>	<b>At Part E</b> have you signed each page of the draft Consent Orders and dated the last page the same day you signed your affidavit? See Parts I, K and M.
<input type="checkbox"/>	<b>At Part F</b> on pages 7-9, if you are seeking parenting orders, have you provided separate information for each child?
<input type="checkbox"/>	<b>At Part G</b> on pages 10-18, if you are the applicant and you are seeking property or maintenance orders, have you completed column 1 and has the respondent completed column 2?
<input type="checkbox"/>	<b>At Part G, Item 46</b> on page 14, if you are the applicant and you are seeking property or maintenance orders, have you provided your total net worth (not including superannuation) by subtracting your liabilities from the total value of property owned by you, and has the respondent done the same?
<input type="checkbox"/>	<b>At Part G, Item 47</b> on page 14, if you are seeking property or maintenance orders and either party has acquired or disposed of any property since the date of separation, have the details been provided?
<input type="checkbox"/>	<b>At Part G, Items 48-53</b> on pages 15 & 16, if a superannuation splitting order is sought, have you given the details required and attached a completed superannuation information form or last two member statements? If you have more than one superannuation interest have you attached a list of all your superannuation interests and the given details required for each interest?
<input type="checkbox"/>	<b>At Part H</b> on pages 19 & 20, if you are seeking property orders have you addressed each item and provided the net value of property that the applicant and the respondent will each receive? If you are seeking an order in relation to superannuation have you provided the gross value of the superannuation that the applicant and the respondent will each receive and have you set out the taxation consequences of the orders sought?
<input type="checkbox"/>	<b>At Part I &amp; Part K</b> on pages 21 & 22, have you marked every box that applies to you? Have you sworn/affirmed and signed your affidavit in the presence of a Justice of the Peace, notary public or lawyer?
<input type="checkbox"/>	<b>At Part J &amp; Part L</b> on pages 21 & 22, if you have sought independent legal advice about the orders you seek has the lawyer completed and signed the statement of independent legal advice?
<input type="checkbox"/>	Have you answered every question that applies to you?
<input type="checkbox"/>	Ensure you have all other documents required (for example: marriage certificate, birth certificates for child/children, Certificate of Title for any property that is to be transferred)