



Family Law Investigation Preparation Checklist:

A Free Guide to Help You Organize Information Before Speaking with Your Attorney or Private Investigator

Prepared by Corinthian Group

Before You Meet with Your Attorney or Private Investigator

Preparing information in advance can help your legal team better understand your circumstances and identify areas where additional investigation may be beneficial.

Use this checklist to organize information before your consultation.

Personal Information

- ☐ Your full name
 - ☐ Best telephone number
 - ☐ Email address
 - ☐ Preferred method of communication
 - ☐ Court case number (if applicable)
 - ☐ Attorney's name and contact information (if retained)
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Information About the Other Party

- ☐ Full legal name
- ☐ Date of birth (if known)
- ☐ Current address
- ☐ Previous addresses

- ☐ Employer
 - ☐ Work schedule
 - ☐ Vehicle make, model, and license plate
 - ☐ Social media accounts
 - ☐ Known associates
 - ☐ Frequent locations
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Child Custody Concerns

- ☐ Parenting schedule
 - ☐ Existing custody order
 - ☐ Missed exchanges
 - ☐ Late pickups
 - ☐ School attendance concerns
 - ☐ Unsafe living conditions
 - ☐ Alcohol or drug concerns
 - ☐ Domestic violence concerns
 - ☐ Individuals regularly present around the child
 - ☐ Photographs or videos
 - ☐ Written communications
 - ☐ Police reports (if applicable)
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Documentation to Gather

- ☐ Court orders
- ☐ Divorce filings
- ☐ Custody agreements
- ☐ Financial records
- ☐ Property records

- ☐ Text messages
 - ☐ Emails
 - ☐ Social media screenshots
 - ☐ Phone logs
 - ☐ Photographs
 - ☐ Video recordings
 - ☐ Medical records (when legally available)
 - ☐ School records (when legally available)
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Potential Witnesses

- ☐ Family members
 - ☐ Neighbors
 - ☐ Teachers
 - ☐ Coaches
 - ☐ Babysitters
 - ☐ Friends
 - ☐ Employers
 - ☐ Other individuals with first-hand knowledge
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Surveillance Information

If surveillance may be appropriate, consider documenting:

- ☐ Typical weekday schedule
- ☐ Weekend schedule
- ☐ Employment hours
- ☐ Regular destinations
- ☐ Gym membership
- ☐ Children's activities

- ☐ Vehicle information
 - ☐ Vacation plans (if known)
 - ☐ Other predictable routines
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Hidden Assets

If your matter involves financial concerns, list any known or suspected:

- ☐ Businesses
 - ☐ Rental properties
 - ☐ Investment accounts
 - ☐ Additional bank accounts
 - ☐ Cash transactions
 - ☐ Recreational vehicles
 - ☐ Boats
 - ☐ Aircraft
 - ☐ Luxury purchases
 - ☐ Cryptocurrency holdings
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Cohabitation Concerns

- ☐ Overnight stays
 - ☐ Shared residence
 - ☐ Shared vehicles
 - ☐ Joint travel
 - ☐ Shared utilities
 - ☐ Shared finances (if known)
 - ☐ Photographs
 - ☐ Witnesses
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Questions for Your Investigator

Write down any questions you would like answered during your consultation.

Before Your Consultation

- ☐ Organize documents chronologically.
- ☐ Save electronic evidence without altering it.
- ☐ Record dates and times as accurately as possible.
- ☐ Avoid deleting messages or photographs.
- ☐ Continue following all court orders.
- ☐ Do not attempt illegal surveillance or access private accounts.
- ☐ Be prepared to discuss your objectives honestly.

Remember

Professional investigations are designed to uncover objective facts—not assumptions. Evidence may confirm concerns or demonstrate that allegations are unfounded. Every investigation should be conducted lawfully, ethically, and with respect for the legal process.

If you have questions about your situation, contact **Corinthian Group** to schedule a confidential consultation with a licensed private investigator.

This checklist is provided for educational purposes only and does not constitute legal advice. Individuals should consult a qualified attorney regarding legal questions or case strategy.