

## Defendant's Financial Affidavit - Form 3(a) Instructions

**STEP ONE:** Complete the Financial Affidavit included with these instructions. Use Form 3(b) - Continuation Sheet if additional space is needed.

State your complete monthly income (before taxes) **from all sources**.

State the amount of your spouse's complete monthly income (before taxes) from all sources. Estimate if necessary.

1. Indicate how much money you have immediately available including cash on hand and in bank accounts.
2. List the value of all stocks, bonds, and retirement accounts.
3. Indicate the fair market value of all real estate properties you own.
4. List all other items of value you own, including vehicles and their values.
5. List **all debts** that you and your spouse have, including credit cards, bank loans, car loans, mortgages, etc.
6. Estimate your monthly expenses.

**STEP TWO:** After you have completed the "Defendant's Financial Affidavit" you should sign it **in the presence of a clerk of district court or a notary public**, and then file it with the clerk at least two days before your scheduled hearing, but not later than 20 days after receiving service of the Summons, Notice of Hearing, Petition, and Plaintiff's Financial Affidavit.

**IMPORTANT:** Bring proof of all financial information to the hearing, including copies of:

- Bank statements
- Pay checks
- Tax returns

\_\_\_\_\_,  
Plaintiff,

vs.

**DEFENDANT'S FINANCIAL AFFIDAVIT**

\_\_\_\_\_,  
Defendant.

My monthly gross income from employment is ----- \$ \_\_\_\_\_  
 My monthly gross income from public assistance(W.Comp,Soc.Security,etc.)  
 Type of assistance \_\_\_\_\_ \$ \_\_\_\_\_  
 My monthly gross income from **ALL** other sources is ----- \$ \_\_\_\_\_  
**Income - Total** \$ \_\_\_\_\_

I estimate the defendant's monthly gross income from all sources to be -- \$ \_\_\_\_\_

**ASSETS**

1. Cash on hand and in all banks accounts ----- \$ \_\_\_\_\_  
 2. Stocks, bonds, retirement accounts ----- \$ \_\_\_\_\_  
 3. Real estate located at \_\_\_\_\_ \$ \_\_\_\_\_  
 4. **ALL** Other assets and approximate value are as follows:  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
**Assets - Total** \$ \_\_\_\_\_

**DEBTS**

5. The debts of myself and my spouse are as follows:  
 CREDITOR Unpaid Balance  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
**Debts - Total** \$ \_\_\_\_\_

6. My necessary monthly expenses to support myself (and my children) are as follows:

Rent/house pmt/insurance	\$ _____	Medical exp.	\$ _____
Utilities	\$ _____	Child care	\$ _____
Groceries	\$ _____	Clothing	\$ _____
Vehicle payments	\$ _____	gas/ transp.	\$ _____
Other (list): _____	\$ _____		\$ _____

**Monthly Total** \$ \_\_\_\_\_

Subscribed and sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

I swear that all information provided is true,  
accurate, and complete.

\_\_\_\_\_  
Clerk or Notary Public  
\_\_\_\_\_, North Dakota

\_\_\_\_\_  
Signature of Defendant

