

GAL DEPOSIT PAYMENT PLAN REQUEST

Eau Claire County Clerk of Courts

715-839-4816, Option 1

The cost of the GAL is at the rate of \$100.00 per hour. If petition is approved, you will be set up on monthly payments and an Income Assignment that will begin approximately two weeks after the appointment of your attorney while your case is ongoing.

1. The Financial Disclosure Statement (form FA-4139V) must be completed in full.

- a. This petition can be found in the Clerk of Courts Office or online:
 - i. <https://www.wicourts.gov/forms1/circuit/formcategory.jsp?Category=12>

2. Supplemental documents must be included:

- a. Last 60 days of paystubs
- b. Copy of last year's tax return
- c. Benefit statement if receiving aid (BadgerCare, FoodShare, SSI, etc), if applicable.
- d. ****If unable to produce the above required documents; you must provide a written, detailed statement as to how expenses are currently being paid, i.e.: paying rent/mortgage, gas, groceries, utilities, etc.****

3. The Notice of Wage Assignment Order must be completed and provided with the petition

4. Once petition & Notice are completed, you must submit with the required documents to the Fiscal Department in the Clerk of Court office. Do not file to your Family/Paternity case; as it will not be reviewed for payment plan purposes.

5. After the petition is submitted and reviewed by the judge, you will receive paperwork in the mail:

- a. If the payment plan request is approved.
 - i. Monthly payment plan information and copy of the Income Assignment Order that was mailed to your employer.
- b. If the payment plan request is denied.
 - i. Notice it was denied



OFFICE OF CLERK OF COURTS

EAU CLAIRE COUNTY
721 Oxford Avenue, Suite 2220
Eau Claire, WI 54703

Susan Schaffer, Clerk of Court
Cherie Norberg, Deputy Operations Manager
715-839-4816
715-839-4817 FAX

NOTICE OF WAGE ASSIGNMENT ORDER FOR COURT APPOINTED ATTORNEY FEES AND GAL DEPOSIT PAYMENT PLANS

Court Appointed Attorneys: If you are requesting a court-appointed attorney, you must complete this entire form and return it to the Clerk of Courts Office **with your Petition for Appointment of Attorney.**

GAL Deposit: If you are requesting a payment plan for your GAL deposit, you must complete this entire form and return it to the Clerk of Courts Office **with your completed Financial Disclosure Statement and attachments.**

REQUIRED EMPLOYEE/DEBTOR/DEFENDANT INFORMATION

Case Number(s): _____

Name: _____

SSN: _____

Address: _____

City/State/Zip Code: _____

Telephone Number: _____

Current income withholdings (i.e. garnishment, child support, etc.): _____

(You must update your address and telephone number within 48 hours of any changes)

REQUIRED EMPLOYER/PAYEE INFORMATION

Name: _____

Address: _____

City/State/Zip Code: _____

Telephone Number: _____

(You must update your employer information within 48 hours of any changes in employment)

If the employer does not withhold the amount as ordered, it is the debtor/defendant's obligation to make timely payments to the Clerk of Court. Failure to comply with the Court's Order will result in additional sanctions as ordered by the Court.

Petitioner/Joint Petitioner A: _____
 Respondent/Joint Petitioner B: _____

This form is available in Spanish.
<https://www.wicourts.gov/forms1/circuit/index.htm>
(Este formulario está disponible en español.)

Enter the name of the county in which this case is filed.	STATE OF WISCONSIN, CIRCUIT COURT, EAU CLAIRE COUNTY
Enter the name of the Petitioner/Joint Petitioner A.	Petitioner/Joint Petitioner A
On the far right, check Petitioner/Joint Petitioner A or Respondent/Joint Petitioner B.	Name (First, Middle and Last) _____ and
Enter the name of the Respondent/Joint Petitioner B.	Respondent/Joint Petitioner B
Enter the case number.	Name (First, Middle and Last) _____

**Financial Disclosure
Statement of**

Petitioner/Joint Petitioner A
 Respondent/Joint Petitioner B

Case No. _____

This form must be filed with the court within the time period set by the court but no later than 90 DAYS after the service of the **Summons** and **Petition** on the Respondent/Joint Petitioner B or the filing of a **Joint Petition**. Failure by either party to complete and file this form or attachments as required will authorize the court to accept the statement of the other party as the basis for its decisions. **Deliberate failure to provide complete disclosure is perjury.**

1. PROOF OF INCOME

- Attach a statement reflecting income earned to date for the current year.
- Attach most recent W-2 Statement.

2. GENERAL INFORMATION

Name _____
Address _____
Address _____
City _____ **State** _____ **Zip** _____
Phone [Day] _____ **Phone** [Evening] _____
Alternative _____ **Social Security Number** _____
Phone _____
Occupation _____

Employer _____
Address _____
Address _____
City _____ **State** _____ **Zip** _____
Phone _____ **Fax** _____
Payroll Office **Same as employer**
Address _____
Address _____
City _____ **State** _____ **Zip** _____
Phone _____ **Fax** _____

3. MEMBERS OF YOUR HOUSEHOLD

Enter the name and relationship of all people living in your household. **Check yes or no** to identify if they contribute to payment of household expenses.

I live alone.

	Name	Relationship	This person helps pay expenses	
			Yes	No
1.			<input type="checkbox"/>	<input type="checkbox"/>
2.			<input type="checkbox"/>	<input type="checkbox"/>
3.			<input type="checkbox"/>	<input type="checkbox"/>
4.			<input type="checkbox"/>	<input type="checkbox"/>
5.			<input type="checkbox"/>	<input type="checkbox"/>
6.			<input type="checkbox"/>	<input type="checkbox"/>
7.			<input type="checkbox"/>	<input type="checkbox"/>
8.			<input type="checkbox"/>	<input type="checkbox"/>

4. MONTHLY INCOME

Income from wages / salary is received: (check one)

To calculate monthly gross income use the multiplier shown:

- weekly -multiply weekly income by 4.33 every other week (bi-weekly) multiply bi-weekly income by 2.17
- monthly twice a month-multiply semi-monthly income by 2

MONTHLY GROSS INCOME		
1.	Gross monthly income (before taxes and deductions) from salary and wages, including commissions, allowances and overtime. (See above how to calculate.)	
2.	Pensions and retirement funds received	
3.	Social Security benefits received	
4.	Disability and Unemployment Insurance received	
5.	Public Assistance Funds received	
6.	Interest and Dividends received	
7.	Child Support and maintenance (spousal support) received from any prior marriage/relationship	
8.	Rental payments received (from property you rent to others)	
9.	Bonuses received	
10.	Other sources of income received: (please specify)	
11.		
12.		
13.		
Total Gross Income (add lines 1-12)		

MONTHLY DEDUCTIONS		
14.	Number of tax exemptions claimed	
15.	Monthly federal income tax withheld	
16.	Monthly state income tax withheld	
17.	Social Security	
18.	Medicare	
19.	Medical insurance	
20.	Other insurances	
21.	Union or other dues	
22.	Retirement or pension fund	
23.	Savings plan	
24.	Credit union	
25.	Child support or spousal support payments	

26.	Other deductions: (please specify)	
27.		
28.	Total Monthly Deductions (add lines 14 – 27)	
	MONTHLY NET INCOME (subtract line 28 from line 13)	

5. ANTICIPATED MONTHLY EXPENSES

My Monthly Expenses		
1.	Rent or mortgage payment (primary residence)	
2.	Real Estate Property taxes (residence)	
3.	Repairs and maintenance (including maintenance of appliances and furnishings)	
4.	Food (include eating out) and household supplies	
5.	Utilities (electricity, heat, water, sewage, trash)	
6.	Telephone (local, long distance & cellular)	
7.	Cable and Internet Services	
8.	Laundry and dry cleaning	
9.	Clothing and shoes	
10.	Medical, dental and prescription drug expenses (not covered by insurance)	
11.	Insurance (life, health, accident, auto, liability, disability, homeowner's or renter's- excluding insurance that is paid through payroll deductions)	
12.	Childcare (babysitting and day care)	
13.	Child support or spousal support payments (due to previous marriage or relationship) (Exclude payments made through payroll deductions)	
14.	School expenses (child and adult education)	
15.	Entertainment (include clubs, social obligations, travel, recreation)	
16.	Incidentals (grooming, tobacco, alcohol, gifts, holidays and special occasions)	
17.	Transportation (other than automobile)	
18.	Auto payments (loans/leases)	
19.	Auto expenses (gas, oil, repairs, maintenance)	
20.	Newspapers, magazines, books	
21.	Care and maintenance of pets (food, vet, grooming)	
22.	Payments to any dependents not living in your home and not included in a category above (including college age children)	
23.	Hobbies	
24.	Other taxes than those listed above (exclude payroll deductions)	
25.	Other expenses (include expenses of other real properties owned, professional services such as counseling and tax/legal advice, etc)	
	Other Monthly installment payments:	
26.	Mortgage (other than primary mortgage)	
27.	Other vehicle payments	
28.	Credit card debt (total minimum monthly payments)	
29.	Court ordered obligations	
30.	Student loans	
31.	Personal loans	
	TOTAL MONTHLY EXPENSES (Add lines 1-31)	

6. ASSETS: List ALL assets that you own individually and together with the other party without regard to how they have been or will be divided later

If you do not have assets in an asset category, write "none" under the heading and enter "zero" in the estimated value column. If you need more space, please attach additional sheets.

A = Joint Petitioner A B = Joint Petitioner B T = Together	Ownership or Title Held by			Current Possession			Amount Owed	Estimated Value Today
	A	B	T	A	B	T		
Household Items								
Household furniture & accessories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Household appliances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Kitchen equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
China, silver, crystal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Jewelry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Clothing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Antiques	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Art	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Electronic equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Sports equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Recreational vehicles, boats	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Tools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Automobiles:								
Year, Make, Model	A	B	T	A	B	T	Amount Owed	Estimated Value Today
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Petitioner/Joint Petitioner A: _____
 Respondent/Joint Petitioner B: _____

Life Insurance Name of Company & Policy #	A	B	T	Beneficiary	Face Amount	Cash Value Today
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Business Interests Name of Business & Address	A	B	T	Type of Business	% of Ownership	Value MINUS Indebtedness
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Securities: Stocks, Bonds, Mutual Funds, Commodity Accounts Name of Company & # of shares	Ownership or Title held by A = Joint Petitioner A B = Joint Petitioner B T = Together					Value Today
	A	B	T			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Pension, Retirement Accounts, Deferred Compensation, 401K Plans, IRAs, Profit Sharing, etc. Name of Company & Type of Plan	A	B	T	% Vested if known	Date of Valuation	Value Today
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

Petitioner/Joint Petitioner A: _____
 Respondent/Joint Petitioner B: _____

Cash and Deposit Accounts (Savings and Checking)		A	B	T	Type of Account	Account # Last 4 digits	Balance Today		
Name of Bank or Financial Institution		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Other Personal Property		A	B	T	Type of Property		Value		
Description of Asset		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Assets Acquired		Ownership			Acquired by			Date Acquired	Value Today
		A = Joint Petitioner A B = Joint Petitioner B T = Together			G - Gift I - Inherited B - Before Marriage				
Description of Asset		A	B	T	G	I	B		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Real Estate	Parcel 1	Parcel 2			Parcel 3				
Type of Property									
Address: Street, City, State									
Ownership/Title	<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> T	<input type="checkbox"/> A	<input type="checkbox"/> B	<input type="checkbox"/> T	<input type="checkbox"/> A	<input type="checkbox"/> B	<input type="checkbox"/> T		
Current Fair Market Value									
Current Mortgage Balance									

Petitioner/Joint Petitioner A: _____
 Respondent/Joint Petitioner B: _____

Other Liens			

7. MEDICAL, HOMEOWNERS/RENTERS, AUTOMOBILE, OTHER INSURANCE

What type of insurance policies do you have?

Name of Company, Group # & Policy #	A	B	T	Type of Insurance	Date Issued
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

8. DEBTS: List ALL debts that you owe individually and together with the other party without regard to who will be responsible for payment later.

If there are additional DEBTS, please attach a separate sheet of paper with the creditor's name and address, the type of obligation, who pays (A, B, T) and the current balance.

Creditor's Name & Address	Type of Obligation	Who Currently Pays			Monthly Payment	Current Balance
		A	B	T		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Petitioner/Joint Petitioner A: _____
 Respondent/Joint Petitioner B: _____

		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

9. DISPOSAL OF ASSETS

Did you dispose of any assets (sold, given away, or destroyed) in the 12 months before the case was filed?

Yes No

If yes, complete chart below:

Property / Asset	Date of Disposal	Fair Market Value on Date of Disposal

10. CURRENT LITIGATION

Are you a party in any other lawsuit or litigation? Yes No

If yes, identify the lawsuit or litigation. _____

11. BANKRUPTCY

Have you ever filed for bankruptcy? Yes No

If yes, identify the following:

Type of filing _____
 Date of filing _____
 Current status _____

12. DECLARATION

I declare under the penalty of perjury that the above, including all attachments, are complete, true, and correct.

Sign and print your name.
 Enter the date on which you signed your name.
Note: This signature does not need to be notarized.

▶ _____
 Signature

 Print or Type Name

 Address

 Email Address Telephone Number

 Date State Bar No. (if any)