



# SEPARATION

## checklist

### LOCATE IMPORTANT DOCUMENTS

- Birth certificates
- Marriage certificate
- Passports
- Title deeds of property
- Super statements
- Tax returns
- Pay slips
- CHESS holding statements

### IF YOU OWN YOUR HOME

- Do an online title search if you're not sure who owns the house
- Check who is liable for the mortgage
- Cancel re-draw if both have access
- Plan your re-payments or notify your lender if you won't meet them

### BANK ACCOUNTS

- What bank accounts do you have
- Who is the account holder or primary card holder
- Get 'proof of balance'
- Open you own account
- Require both signatures on joint accounts
- Cancel joint cards or change limits
- Consider your direct debits

### IF YOU'RE RENTING

- Check who's name the lease is in
- Check when your lease ends
- Speak to your landlord about changes



## MAKE A FINANCIAL PLAN

- Check your Centrelink eligibility
- If you want to own your home check if your lender will re-finance to you alone

## PROTECT YOUR PRIVACY

- Change passwords to social media
- Change password to phone
- Change password to computer

## STAY CONNECTED TO CHILDREN'S EVENTS

- Give the school your details
- Make sure you have the apps the school uses to communicate

## CARS

- Check who owns the car
- Check where fines are sent

## BILLS

If you're moving out remove your name. If you're, staying transfer to your name.

- Water
- Electricity
- Internet
- Phone
- Gas

## INSURANCE POLICIES

- Check who owns the policy
- Check who the beneficiary is
- Check who has authority for the account

Contact: 1300 525 673

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