

**DOMESTIC RELATIONS ORDER DATA SHEET**  
**Law Office of Elizabeth L. McMahon**  
**206 Meadow Street**  
**Branford, Connecticut 06405**  
**www.ctqdros.com**

Date of Divorce \_\_\_\_\_ Date of Marriage \_\_\_\_\_

Name \_\_\_\_\_

(Was it changed by the court?) Y N If yes, what is the name granted by the court: \_\_\_\_\_

Street address \_\_\_\_\_

City, state, zip code \_\_\_\_\_

Social Security number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ date of birth \_\_\_\_\_

Phone number ( ) \_\_\_\_\_ e-mail\* \_\_\_\_\_

\*We would like to keep you informed of the status of your file by e-mail rather than US mail. Please print your e-mail address carefully. We will not send your Social Security number or date of birth by e-mail.

Divorce Attorney's name \_\_\_\_\_

Phone number ( ) \_\_\_\_\_ fax number ( ) \_\_\_\_\_

Former Spouse's name \_\_\_\_\_

**IF YOUR RETIREMENT PLAN IS BEING DIVIDED, PLEASE FILL OUT THE FOLLOWING:**

Plan name(s): \_\_\_\_\_

Plan contact person (phone number w/area code and address)

\_\_\_\_\_

\_\_\_\_\_

Is the plan participant (employee) still employed by the company that sponsors this plan? Yes No

Is the plan participant retired and currently receiving payments from this Plan? Yes No

If a Savings Plan is being divided, is the plan participant 100% vested? Yes No

If a Savings Plan is being divided, are there any loans outstanding? Yes No

**Your address will appear in correspondence as well as in the QDRO. Your address, Social Security number, date of birth, and phone number will appear in an addendum that will be provided to the Plan Administrator (it is required). The addendum will be attached to the final QDRO when it is circulated to each party to review and sign.**

**IF FOR SAFETY REASONS ANY OF YOUR PERSONAL INFORMATION SHOULD NOT BE SHARED WITH YOUR FORMER SPOUSE, YOU MUST LET US KNOW IMMEDIATELY!**