

# Statement of Means

District Court



## About this Form

For certain application types, a judge will need a statement of means to make a decision. It is used to provide the court with an overall picture of your financial situation.

There are **four sections** of this form that **you must complete**:

### Section A

Case Details

### Section B

Income and Expenses

### Section C

Assets and Liabilities

### Section D

Sign and Date

## Information on Completing this Form

- You must ensure that your Statement of Means is true and accurate to the best of your knowledge and belief. You may be required to provide documentary evidence to the court that supports your Statement of Means. This might include payslips, bank statements, utility bills, or other evidence.
- You must provide a **weekly breakdown** of your income and expenditure in **Section B**.
- You might want to get legal advice to get a better understanding of the information that is required when completing a Statement of Means.
- For more information, please visit [services.courts.ie/family-law](https://services.courts.ie/family-law).



If you need assistance in completing this Statement of Means, you may wish to contact your solicitor (if you have one), the Money Advice and Budgeting Services (MABS) or a Citizens Advice Centre. **MABS is a free and confidential service.** Find out more at [mabs.ie](https://mabs.ie) or [citizensinformation.ie](https://citizensinformation.ie)

## Office Completion Only

Case Number

District Court Area

District No.

Court Office Stamp

## Section A Case Details

In this section, please provide details about your Family Law case



### Your Details

First Name

Last Name

Address Line 1

Address Line 2

Town / City

County

Country

Eircode / Postcode

### Case Details

Case Number (if you have received one)

Court Office Name

### Name of Applicant

The person making the application

First Name

Last Name

### Name of Respondent

The person receiving the application

First Name

Last Name



If there are additional applicants, please use the 'Additional Party' form available on [courts.ie](https://courts.ie)

## Section B

# Income and Expenses

In this section, please detail your income and expenses on a weekly basis



### Helpful tip:

When completing this section of the form, you should provide your income and expenses in weekly amounts. If you have payslips or bills that come every two weeks, each month, or at a different interval, use the table below to help you figure out how to convert those numbers into weekly amounts using a calculator.

#### Calculating weekly amounts

|                                            |                      |
|--------------------------------------------|----------------------|
| If you have <b>fortnightly figures</b>     | Divide by <b>2</b>   |
| If you have <b>monthly figures</b>         | Divide by <b>4.3</b> |
| If you have <b>quarterly figures</b>       | Divide by <b>13</b>  |
| If you have <b>yearly / annual figures</b> | Divide by <b>52</b>  |

## 1. Income

The amount of money that a person receives or earns on a regular basis, for work or through investments.

| Item                                                        | Amount Per Week (€) |
|-------------------------------------------------------------|---------------------|
| Total Net Earnings*<br>*Earnings after tax and deductions   | €                   |
| Total Social Welfare Payments Received                      | €                   |
| Total Pensions                                              | €                   |
| Other Income<br>Please provide details below<br><div></div> | €                   |
| <b>Total Income</b>                                         | €                   |

## Section B

# Income and Expenses

In this section, please detail your income and expenses on a weekly basis



### 2. Expenses

The amount of money that a person spends on a regular basis, such as household bills, loan repayments, the costs of raising children, or other expenses they may have.

| Item                                                                      | Amount Per Week (€) |
|---------------------------------------------------------------------------|---------------------|
| <b>Housing</b>                                                            |                     |
| Rent (minus any housing supports) / Mortgage                              | €                   |
| Property Service / Management Charge / Property Tax                       | €                   |
| Mortgage Protection Insurance                                             | €                   |
| Repair and Maintenance                                                    | €                   |
| <b>Utilities</b>                                                          |                     |
| Electricity                                                               | €                   |
| Heating (Gas, Oil etc)                                                    | €                   |
| Telephone / Other Utilities                                               | €                   |
| Television and Streaming Expenses e.g. Subscription Services, TV Licences | €                   |
| <b>Personal</b>                                                           |                     |
| Food / Housekeeping                                                       | €                   |
| Clothing / Footwear                                                       | €                   |
| Life Assurance / Other Insurance                                          | €                   |
| Memberships / Professional Subscriptions                                  | €                   |
| Pension Contributions                                                     | €                   |
| Medical Costs                                                             | €                   |
| Maintenance Paid to Spouse                                                | €                   |
| Personal Loan Repayments                                                  | €                   |

Expenses continued on next page

## Section B

# Income and Expenses

In this section, please detail your income and expenses on a weekly basis



### 2. Expenses continued

The amount of money that a person spends on a regular basis, such as household bills, loan repayments, the costs of raising children, or other expenses they may have.

| Item                                                        | Amount Per Week (€) |
|-------------------------------------------------------------|---------------------|
| <b>Child</b>                                                |                     |
| Childcare Costs                                             | €                   |
| Educational Costs                                           | €                   |
| Clothing / Footwear                                         | €                   |
| Medical Costs                                               | €                   |
| Child Maintenance Payments                                  | €                   |
| <b>Transport</b>                                            |                     |
| Public Transport Costs                                      | €                   |
| Fuel Costs                                                  | €                   |
| Vehicle Tax                                                 | €                   |
| Vehicle Insurance                                           | €                   |
| Vehicle Loan Repayments                                     | €                   |
| <b>Other</b>                                                |                     |
| Other expenses, please provide details below<br><div></div> | €                   |
| <b>Total Expenses</b>                                       | €                   |

## Section C

# Assets and Liabilities

In this section, please detail the total of any assets or liabilities you have



### 1. Assets

An item of property owned by a person that has value and is available to pay debts or meet obligations. Assets can come in many forms, such as money, vehicles, property or stocks and shares.

| Item                                                      | Total Value (€) |
|-----------------------------------------------------------|-----------------|
| Savings                                                   | €               |
| House                                                     | €               |
| Vehicles (Car, Van, etc)                                  | €               |
| Pension                                                   | €               |
| Investments                                               | €               |
| Other Assets, please provide details below<br><div></div> | €               |
| <b>Total Assets</b>                                       | €               |

### 2. Liabilities

Debts or obligations that a person needs to repay in the future, typically with money or assets. Liabilities can include things like loans, credit card balances, mortgages, or any other debts owed to others.

| Item                                                           | Total Amount Owed (€) |
|----------------------------------------------------------------|-----------------------|
| Vehicle Loans                                                  | €                     |
| Other Loans or Hire Purchase                                   | €                     |
| Credit Card Debt                                               | €                     |
| Mortgages                                                      | €                     |
| Other Liabilities, please provide details below<br><div></div> | €                     |
| <b>Total Liabilities</b>                                       | €                     |



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## Signature

Signed by:

Applicant

Applicant's Legal Practitioner

Signature

Date (DD/MM/YYYY)

### Next steps for applicant

After completing this form you must **submit 3 copies** to the court office. For more information on next steps visit [courts.ie](https://courts.ie)