



THE ANCILLARY FINANCIAL DISCLOSURE REPORT

FAMILY COURT OF THE STATE OF DELAWARE

Family Court Contact Information

New Castle County

Leonard L Williams
Justice Center
500 N. King Street
Wilmington, DE 19801
302-255-0300

Kent County

Family Courthouse
400 Court Street
Dover, DE 19901
302-672-1000

Sussex County

Family Courthouse
100 East Market St
Georgetown, DE 19947
302-855-7400

All Family Court Forms, FAQs, Filing Instruction Packets, and additional information can be found on the Family Court Website at:
<https://courts.delaware.gov/family>

What is the Ancillary Financial Disclosure Report?

The Ancillary Financial Disclosure Report is the report required by Family Court Rule of Civil Procedure 16(c). This rule requires a party seeking ancillary relief to complete a written report regarding the division of property and/or alimony.

What is ancillary relief?

Ancillary relief refers to the relief that the parties seek ancillary to, or along with, their divorce. Ancillary relief may include property division, alimony, counsel fees and court costs.

Is there a form that I should file with the Court?

You must use Family Court Form 465 – Ancillary Financial Disclosure Report. You may attach documents that are required by the instructions located on the form.

When is the Ancillary Financial Disclosure Report completed?

Within 30 days after the entry of the divorce decree, the Petitioner requesting ancillary relief (or the Respondent requesting ancillary relief if the Petitioner did not do so), must complete the Ancillary Financial Disclosure Report.

What happens after I complete my portion of the form?

If you are the first party to complete the form (the person who requested ancillary relief), you must sign the form in front of a notary public or court clerk and mail an original, notarized copy to the other party or their attorney. After you have completed mailing, you must complete the affidavit of mailing, which is located on the last page of the form. You must then file this affidavit of mailing with the Court.

What will happen next?

Upon receipt of your completed portion, the other party will have 30 days in which to complete their portion. When completed, the other party must have their portion of the form notarized and then will file the original document with the Court and mail you a copy.

After the form has been completed by both parties, what will happen?

Upon the completion of the form by both parties, unless otherwise ordered, the Court may set a date for a pre-trial conference. The purpose of the pre-trial conference will be to identify specific areas of issue for trial and attempt to resolve any unsettled matters.

What happens if the other party does not complete the Ancillary Financial Disclosure Report?

If one party does not meet the requirement of completing the financial report, the Court may impose sanctions upon that party including: not permitting that party's financial evidence to be introduced at trial, awarding attorney's fees to the other party, or granting the other party the relief that they seek.

What happens if neither party completes the Ancillary Financial Disclosure Report?

If neither party completes the financial report, the Court will dismiss the application for ancillary relief. This dismissal will be with prejudice, meaning that the parties will not be permitted to re-file.

What type of information is requested in the Ancillary Financial Disclosure Report?

The Ancillary Financial Disclosure Report is an in depth document that requests the information needed for the Court to make a determination regarding the division of marital property. This information includes, but is not limited to: employment, insurance, retirement plans, disabilities, income, assets, debts and expenses.

While the Ancillary Financial Disclosure Report is useful for the Court, it may also be a tool for the parties and is often helpful in reaching agreements.

How can I file my form and related paperwork?

Forms and papers may be filed at or mailed to the Family Court in each county. Family Court also now accepts petitions, forms and papers by email. To file your paperwork by email, you must send all required forms to: FC_DivorceAncillary@delaware.gov

Please see the below list for the forms that must be filed with the Court.

Although you can file these documents with the Court by email, you must still serve copies of these documents on the other parties personally or by mail.

****Before filing by email, please review the Civil Filing by Email FAQ:**

<https://courts.delaware.gov/family/faqs>

Required Forms for filing

- [Ancillary Financial Disclosure Report](#) (Form 465)
- [Affidavit of Mailing](#) (Form 850, attached to form 465)
- [Information Sheet](#) (Form 240)