



# ACL5

# FORM F8 FINANCIAL STATEMENT [MSWORD AUTOMATED]

**\*\* REVIEW ALL SECTIONS BEFORE PROCEEDING TO GENERATE THE FORM \*\***

ACL's redesigned **Form F8 Financial Statement (MSWord Automated)** is an intuitive and smart "workspace" which features built-in calculations, maintenance of income and expense details, and valuations and apportionments of all spousal assets and liabilities. ACL Family Law lets you focus on the "what" and the "who" of property division and automates the "what if" calculations for multiple scenarios while eliminating the need to re-enter the same information.

## File Details and Parties

File Information

Firm File Number: 12345

File Name: A v B \*

Practice Area: Family Law \*

File Type: Family Law \*

Proceeding

Proceeding Type: Action/Claim \*

When creating a Family Law file, ensure the **Practice Area** is set to **Family Law**, and the **File Type** is also set to **Family Law**. The **Proceeding Type** should be set to **Action/Claim** or **Action/Claim - Joint**.

When adding the parties, ensure to capture the **Children** and **Case Details**.

Current File: 12345 - A v B [Action/Claim] - Children

| Name                | Currently Living With | Representation |
|---------------------|-----------------------|----------------|
| Boy C (Abbotsford)  | A                     |                |
| Girl C (Abbotsford) | A                     |                |

Current File: 12345 - A v B [Action/Claim] - Case Details

Relationship details

Never married

Date of marriage: 2017-09-13 [15]

Place of marriage: Abbotsford

Separation status: Separated

Date commenced living together: 2017-03-13 [15]

Date of separation: 2024-01-30 [15]

Date of divorce: 2024-08-22 [15]



**For assistance contact:**

**ACL Support**

416.363.1650 x100 / 1.800.340.3234 x100

[supportacl@dyledurham.com](mailto:supportacl@dyledurham.com)

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## Generating Form F8 Financial Statement

Under **Court Forms**, search for **F8 Financial Statement**.

There are two options. **Select the MSWord version.**



1

Select your Client in the **Financial Statement – Affidavit of** field by clicking on the magnifying glass. **Do not free type the client's name.**

2 → 8

Ensure to complete **each section** so the form correctly auto-calculates the amounts when generated in MSWord.

A

(next page)

Users can check the **Display notes** box in sections 2 to 8 to see further information.

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**Part 1 - C. Annual Income**

Display notes **A**

You do **NOT** need to complete part 1 if **ALL** of the following apply:

- (a) the other party does not claim child support from you;
- (b) there are no claims for special expenses under section 7 of the child support guidelines;
- (c) the current parenting arrangement does not involve split or shared custody under section 8 or section 9 of the child support guidelines;
- (d) there are no claims for split or shared custody;
- (e) there are no claims for child support relating to stepchildren;
- (f) there are no children 19 years or older for whom support is sought;
- (g) the payor's child support guidelines income is less than \$150 000 per year;
- (h) there are no claims for undue hardship under section 10 of the child support guidelines;
- (i) there are no claims for retroactive child support;
- (j) there are no claims for spousal support.

Within each **Part**, a variety of sections must be completed. You are not required to complete all sections at the same time. You can come back at any time and complete additional **Parts** or edit the information already captured. Selections vary from:

- 1** Radio Buttons  
Only one may be selected
- 2** Free Type Fields  
Type the required details
- 3** Check Boxes  
Select as many as required

Part 1 A and B - Income

**Part 1 A and B - Income**  
12345 - A v B [Action/Claim]

**A. Employer information:**

Employment Status

- I am employed
- I am self employed
- I operate an unincorporated business
- I am unemployed

Name and address of employer  
You can type here

**B. Documentation supplied:**

Documentation Supplied

- Every personal income tax return, including all attachments, that I have filed for each of the 3 most recent taxation years
- Every income tax notice of assessment or reassessment I have received for each of the 3 most recent taxation years
- If you are an employee] my most recent statement of earnings indicating the total earnings etc., or, if such a statement is not provided by my employer, a letter from my employer
- If you are receiving Employment Insurance benefits] my 3 most recent EI benefit statements
- If you are receiving Workers' Compensation benefits] my 3 most recent WCB benefit statements
- If you are receiving social assistance] a statement confirming the amount of social assistance that I receive
- If you are self-employed] for the 3 most recent taxation years, i) financial statements, ii) statement showing breakdown of salaries etc
- If you are in a partnership] confirmation of my income and draw from, and capital in, the partnership for its 3 most recent taxation years
- If you control a corporation] for the corporation's 3 most recent taxation years i) financial statements - ii) statement showing breakdown of salaries etc
- If you are a beneficiary under a trust] the trust settlement agreement and the trust's 3 most recent financial statements
- If you own or have an interest in real property] the most recent assessment notice issued from an assessment authority for the property

Clear Fields OK Cancel

Part 1C - Annual Income

**Part 1C - Annual Income**  
12345 - A v B [Action/Claim]

**GUIDELINE INCOME FOR BASIC CHILD SUPPORT CLAIM**

Sources and amounts of annual income

Employment Income paid  
 monthly  twice each month  every 2 weeks

|        |  |         |
|--------|--|---------|
| Line 1 | Employment income                                  | \$0.00  |
| Line 2 | Employment insurance benefits                      | +\$0.00 |
| Line 3 | Workers' compensation benefits                     | +\$0.00 |
| Line 4 | Interest and investment income                     | +\$0.00 |
| Line 5 | Pension income                                     | +\$0.00 |
| Line 6 | Income assistance relating to self                 | +\$0.00 |
| Line 7 | Other income (attach Schedule A) - see Note 1      | +\$0.00 |
| Line 9 | Child support guidelines income before adjustments | =\$0.00 |

Adjustments to income  
Clear Fields OK Cancel

Due to the volume of information captured, some sections can scroll through the dialog and contain additional sub-sections to capture information. Sub-sections are represented in a brighter shade of blue with underlining.

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After the relevant **Parts** of the dialog are filled, you can select **OK** at the bottom of the dialog to review a draft or final version of the document.



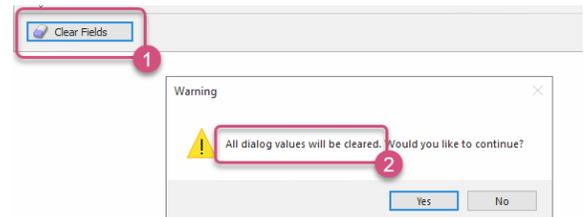
## Frequently Asked Questions

What if I have changes to the Form – do I edit the Word Document?

If the changes include re-calculations of any monetary amounts, **do not make the changes in the Word Document as the auto-calculation is completed in ACL by the dialog box.** Instead, open and edit the required sections of the Form F8 dialog and then re-generate the form.

What is the Clear Fields button?

If you click **Clear Fields**, it will erase all previously entered information on the current dialog page. Only use this option if you **need to start fresh.**



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