



Divorcepath Quick Start Guide

A free service for Courthouse Libraries BC patrons · Public access computers only

BEFORE YOU BEGIN

- ✓ Your session is **temporary** — all data is auto-deleted when you log out
- ✓ Have your **background, financial, child, and relationship date** information ready
- ✓ Bring a **USB key** or be ready to **email** documents to yourself.

Step 1 — Start your session

Open Divorcepath on a public access computer and accept the Terms of Service. Enter your name, the other party's name, and the children's information (if applicable). Click **Add File**. You will be automatically navigated to your file.

Tip — Enter names exactly as you want them to appear on your forms. They carry through everywhere.

Step 2 — Complete your profile

Use the quick action buttons to run **Support Calculations**, create **Court Forms, Agreements**, or **Financial Forms**.

You can use the **Profile Wizard**. Expand each section to add the court location and court file number, background information for both parties, children's information, key relationship dates, and financial information (income, budget, property and debt).

Tip — The more you add here, the less you'll need to edit on each form later.

⚠ Step 5 — Save your work before you leave

Your work will NOT be saved after your session ends. Before logging out, either **download your documents to a USB key or email them to yourself.** You can always return, create a new file, and upload your previous Divorcepath documents to keep working.

COMMON QUESTIONS

Do I need exact numbers? Estimates work as a starting point. More precise inputs produce more accurate reports. You can always create updated versions.

Can I come back later? Yes, but you'll need to re-enter your information.

Is this legal advice? No. Divorcepath and Courthouse Libraries BC cannot provide legal advice or establish a client relationship.

Divorcepath and CLBC are not responsible for user content added to reports or forms or any resulting calculations. Divorcepath and CLBC cannot provide legal advice or establish a lawyer-client relationship. By logging in you agree to indemnify Divorcepath and CLBC for any loss, damages, costs, or expenses incurred by you or any third parties in relation to this service, howsoever arising, regardless of theory of liability.

Step 3 — Run support calculations

Open **Support and Income** to run **Child Support** and **Spousal Support** (spousal support auto-includes child support when children are on the file). Click any name, date, or income on the report to edit it in place, then generate a PDF to save or email.

Tip — Replay the Support Calculator Tour anytime from the "?" help icon.

Step 4 — Generate documents

Create additional **Court Forms, Agreements**, or **Financial Forms** by selecting Documents on left side panel. Type a form name or number and click **Create**. **Agreements** include a section option to add or remove clauses after generation. **Financial Forms: the calculator only works on library computers** — once you leave, edits require manual recalculation.

Navigate to the "Calculations Tab" and select "Family Property Calculator" to export a PDF report of your Net Family Property calculation.

Tip — Prioritize Financial Forms to take full advantage of automatic calculations.

PRO TIPS

- Start with **calculations**, then move to **documents**
- Focus on **one clear goal** per session
- If unsure, keep it simple and refine later
- Ask staff via **live chat** for help navigating the software