

Illinois Custody Documentation Checklist



Use this page to collect only what matters. Keep originals safe; share copies with your attorney

How to use

- Check off items as you collect them.
- Keep a simple log (date • event • why it matters).
- Collect lawfully; avoid secret recordings; preserve full threads for digital items.

CHECKLIST BY FACTOR

(☒) = collected • ☐ = to-do • (F#) = custody factor

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| ☐ (F1) Wishes of each parent - Parenting plan draft • Mediation summary • Email offers | ☐ (F10) Need for restriction - Court orders • Police/ER records (only if relevant) |
| ☐ (F2) Wishes of the child - Court-approved process notes (e.g., 604.10) • Do not record/coach | ☐ (F11) Violence or threats against child - Police reports • Hospital/clinic records • Dated notes |
| ☐ (F3) Caretaking time (last 24 months) - Pickups/drop-offs log • Medical/activities records | ☐ (F12) Abuse against child or household members - Certified records • Medical documentation |
| ☐ (F4) Prior agreements/course of conduct - Messages setting routines • Temporary orders | ☐ (F13) Putting child first - Examples of flexibility • Shared updates |
| ☐ (F5) Interrelationships - Teacher/coach letters • Caregiver statements | ☐ (F14) Fostering relationship with other parent - Proof of facilitated calls/visits • Non-disparagement |
| ☐ (F6) Adjustment (home/school/community) - Report cards/attendance • Community involvement | ☐ (F15) Occurrence of abuse - Certified records • Medical documentation |
| ☐ (F7) Mental & physical health - Relevant doctor/therapist letters • Treatment adherence (if applicable) | ☐ (F16) Sex-offender issues - Certified criminal record • Registry printout |
| ☐ (F8) Child's needs - IEP/504/therapy plan • Medical/transportation schedule | ☐ (F17) Military family-care plan - Orders • Family-care plan • Caregiver details |
| ☐ (F9) Distance & logistics/cooperation - Commute time screenshots • Co-parenting app exports | ☐ (F18) Other relevant factor - Properly captured social media • Reliability/routine proof |
| | ☐ (F19) Mental & physical health - Medical records • Therapy documentation • Treatment history |

MINI LOG (FILLABLE)

Date	Event	Who was involved	Why it matters (factor)

Quick cautions (small print)

- Authenticate texts/emails/screenshots (Rule of Evidence 901).
- Do not make illegal recordings.
- Keep full threads with dates and participants.
- Preserve originals; share copies with counsel.

Disclaimer This information is for general educational purposes only and is not legal advice. Consult an attorney for guidance on your specific situation.