

# DOCUMENTS REQUIRED FOR BANKRUPTCY FILING

**\*\*BEFORE FILING BANKRUPTCY YOU ARE REQUIRED  
TO PARTICPATE IN A PRE-BANKRUPTCY CREDIT  
COUNSELING PROGRAM\*\***

## Assets, Income, Appraisals, etc.

Requested    Provided    N/A

- |                          |                          |                          |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>Tax returns for the preceding 4 years or transcripts of returns.</b><br>Call (800-829-1040) or go to IRS and request last 4 years of Tax Transcripts for 2005, 2006, 2007 & 2008 with W2's for current year |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | A current credit report<br><a href="http://www.annualcreditreport.com">www.annualcreditreport.com</a> or call <b>1-877-322-8228</b>  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Credit card statements or receipts going back 90 days  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Pay stubs going back 180 days prior to filing etc  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Other sources of income per Code §521(a)(1)(B)(iv)<br><b>Gambling income winning and proof of losses</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>Deeds</b> , title reports, etc. to real property *****  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Evidence of title to vehicles and other personal property  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Bank statements going back 6 months  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b><u>Statements showing balances owed on mortgages, cars, etc.</u></b>  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Tax liens and recorded judgments   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | UCC-1 security and financing agreements  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Notices of levy, garnishment, repossession   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Tax transcripts in client's possession   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>Marital property agreements or decrees for recent divorce</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Notices from any tax collection agency   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Leases and rental agreements   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Purchase-money security interests for vehicles, personal property  |

- UCC-1 finance agreements for non-business property
- Life, homeowners/rental, vehicle and other insurance policies**
- Wills and pending probate papers where client will inherit
- Partnership agreements, other evidence of interest in business
- Petitions and schedules for a prior bankruptcy within last six years
- Lawsuits and judgments against the client
- Lawsuits, judgments and other legal claims filed by the client
- Written appraisals for home, valuable personal property, vehicles
- Trust documents
- Documents establishing annuities and other investments
- Documents establishing IRA or pension plans
- Educational loans
- Bills of any kind with balances still owed
- Notice of foreclosure, eviction notice, etc.
- Interest in an education individual retirement account
- Evidences of money market funds, stocks, annuities, etc.
- Documents showing disability, incapacity, or military service
- A form for motor vehicle information
- Other \_\_\_\_\_

### **Evidence of Regular Expenses**

Requested    Provided    N/A

- Check Stubs
- Check registers
- Quicken and similar printouts

- Bank statements going back 6 months**
- Receipts
- Credit card statements and receipts
- Court orders for family or child support
- Bills for utilities, rent, insurance, cable TV, internet, telephone
- Invoices
- Statements for all installment purchases
- Prescriptions with pharmacy receipts
- Leases and rental agreements
- Evidences of charitable contributions or tithing
- Evidences of private school tuition and school expenses
- Domestic support orders
- Other \_\_\_\_\_

**For Self-Employed Individuals**

Requested    Provided    N/A

- Cancelled checks
- Check stubs
- Check registers
- Quicken and similar printouts
- Receipts
- Self-employed retirement plans
- Profit and Loss Statements
- Balance sheets
- Financial statements

- Inventories
- Appraisals
- UCC-1 and other security and financing agreements
- Executory contracts and leases
- Budgets
- Litigation
- Partnership agreements
- Articles of incorporation, stock ledger
- Equipment and vehicles leases and purchase contracts
- Factoring agreements
- Franchise agreements
- Unsecured commercial loans
- Small Business Administration (SBA) loans

### **Client Acknowledgement**

The undersigned acknowledges that a copy of the Documents Required for Bankruptcy Filing has been given to me for the purpose of evaluating our/my financial circumstances in contemplation of bankruptcy.

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\_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_