

REQUIRED DOCUMENTS

The following documents are required to file for Bankruptcy. Please submit them to our office as soon as possible. If you are unable to locate certain documents listed, please notify our office immediately so that we can arrange to obtain them for you.

- ❑ **DRIVER'S LICENSE (or other state issued photo identification, if not licensed to drive)**
- ❑ **SOCIAL SECURITY CARD**
- ❑ **BANK ACCOUNT STATEMENTS FOR ALL ACCOUNTS FOR THE LAST 6 MONTHS**
- ❑ **LATEST 401K PLAN, IRA, STOCK, AND MUTUAL FUND ACCOUNT STATEMENTS**
- ❑ **TWO MOST RECENT STATE AND FEDERAL INCOME TAX RETURNS (WITH ALL SCHEDULES, W-2s AND 1099s).**
- ❑ **ALL SOURCES OF INCOME: PAY STUBS / PROOF OF SOCIAL SECURITY OR DISABILITY PAYMENTS FOR THE LAST 6 MONTHS FOR CLIENT AND SPOUSE**
- ❑ **IF SELF EMPLOYED, THE LAST 12 MONTHLY PROFIT & LOSS STATEMENTS**
- ❑ **ALL OF THE LATEST CREDIT CARD STATEMENTS, MEDICAL BILLS, JUDGMENTS, GARNISHMENTS, NOTICES OF SHERIFF SALES, ETC.**
- ❑ **LATEST MONTHLY STATEMENTS FOR ALL VEHICLES, BOATS, TRAILERS, ETC.**
- ❑ **LATEST MORTGAGE AND HOME EQUITY LOAN STATEMENTS FOR ALL PROPERTIES**
- ❑ **TITLES TO ALL AUTOS, MOTORCYCLES, RVs, CAMPERS, BOATS, ETC.**
- ❑ **VERIFICATION OF FULL COVERAGE INSURANCE FOR ANY VEHICLE WITH A LIEN**
- ❑ **ALL LIFE INSURANCE POLICIES WITH A CASH OR CASH SURRENDER VALUE**
- ❑ **CHILD SUPPORT ARREARS STATEMENTS AND NAME & ADDRESS OF RECIPIENT**
- ❑ **JUDGMENTS OF DIVORCE IN THE LAST 7 YEARS**
- ❑ **PRIOR BANKRUPTCY CASE NUMBER AND INFORMATION**
- ❑ **APARTMENT OR HOUSE LEASE AGREEMENTS**
- ❑ **LATEST REAL ESTATE PROPERTY TAX STATEMENT**

IMPORTANT NOTICE:

The above documents must be provided to our office in order to file your case. We are required by federal law to provide all relevant documents to the Office of the U. S. Trustee. If your documents are not provided upon filing of your case, your bankruptcy cannot be processed by the court and your case may be dismissed without discharge.