

# IMPORTANT

## Instructions for Filling Out Client Intake Forms

---

### Your Assets

Everything you have in your possession, from the coffee pot to the house you live in (and everything in between) is an asset. Even if you still owe money to a creditor, the asset you are paying for is still in your possession and its value must be disclosed when you are filing bankruptcy. Your attorney may be able to help you estimate the value of some property, but in most cases, values can be obtained by you from current mortgage statements, receipts and bank records.

### VERY IMPORTANT

**The extra time you spend in providing detailed answers to the questions on these Client Intake Forms will prevent your case from being delayed. If you do not provide the answers, we will need to speak with you at a later time to obtain the information anyway. So please take the time now and do not allow your case to be delayed over a few unanswered questions.**

### Provide COMPLETE addresses

Providing the complete names and addresses for every debt you owe (as well as the company collecting for this debt [if applicable] is extremely important. Without this crucial information, the company you owe money to may not be properly notified by the court and the debt may not be eligible for discharge. Additionally, in some instances, it can even be considered “fraud” not to provide complete mailing addresses for all creditors because it denies a creditor the right to file a Proof of Claim or Motion for Relief from Stay in a timely manner and could even delay the discharge of your bankruptcy case.

### What if you don't know the address of the company you owe money to?

If you or your attorney requested a credit report before filling out these Client Intake Forms, the credit report may or may not contain all the addresses needed to properly complete the debt

sheets. If you are required to obtain your own credit report, you may want to try True Credit at [www.truecredit.com](http://www.truecredit.com). This 3-in-1 report contains addresses and other detailed information not provided in other credit reports.

To help you in locating addresses for creditors, the best place to start is to call the toll free national information line at 1-800-555-1212 and see if a toll-free number is listed under the company's name. If not, you may need to look in your phone directory or do an online search from a website such as Google at [www.google.com](http://www.google.com).

Listing the address of the original company you owe money to as well as the collection agency collecting on the debt is also just as important. By doing this, all parties concerned with the debt are notified by the court and it will greatly aid in decreasing all collection phone calls you may be currently receiving.

### What do you do after you have retained an attorney but the credit collectors continue to call you?

Provide the credit collector with the name and telephone number of your bankruptcy attorney. If you have a case number, you can provide that also. But do NOT provide any other information whatsoever. Allow your attorney to deal with the creditor. That is what you hired him or her for, to represent you.

### Other Tips for Filling Out the Debt Sheets:

- Make sure all company names are spelled out. (For example, instead of writing “HSB” for a company name, write out the words “Home Secure Bank” or whatever the case may be.)
- Make sure the street address is readable and any abbreviations are spelled out.
- Make sure the city, state, and ZIP are included for all addresses. If the ZIP code is not known, it can be obtained online at: [www.usps.com](http://www.usps.com).

- For the “last date charged on this account” line, do not provide the last date you received a statement. We are only interested in the last date that you actually made a purchase using this particular charge account.

## **Means Test Page**

To meet the requirement of the changes in the bankruptcy law on October 17, 2005 - you are now required to pass a Means Test to determine if you are eligible to file a Chapter 7 or 13.

In order to make this determination, the court requires that you provide the amount of income you earned for the last six (6) months. Even if your income has drastically increased or decreased recently, the amount of income you received is still disclosed on the Means Test. This information may or may not be the same for the form named “Income History for You Page” (see below.)

## **Income History for You**

An often overlooked piece of vital information we need on the Income History for You form, are your year-to-date income, and the income you made in the last two (2) years. This question appears right below your name on the form page. Your year-to-date income should appear on your recent paycheck stub. However, if you have had more than one employer this year, you will need to provide us with the TOTAL amount of income you earned from ALL employers.

In addition, if you receive (or have received) another type of income (child support, unemployment, social security, pension, etc.) within the past two (2) years, turn the page over (or use an additional sheet of paper) and provide the income for this year and the last two (2) years for each separate type of income.

Social security income is not considered to be income under the bankruptcy law but your attorney still needs to have this information available in your file for reference purposes.

## **Statement of Affairs Form**

Make certain that EVERY question on the Statement of Affairs forms within this package, are answered with either a “Yes” or “No.” These pages serve as a written statement concerning

your current financial condition. If a box is left unanswered, you will need to provide a written statement that specifically answers this question before your petition can be finalized. Please double-check and make sure you have answered every question on the form pages titled “Statement of Affairs.”

In addition, if any question on the Statement of Affairs forms is answered “yes,” it is extremely important that you fill in all the required information under the question you checked “Yes” to. For instance, some people select “Yes” for the item on the Statement of Affairs referring to previous addresses, however, they do not include the city, state and ZIP code of the address they lived at. Or, if a car has been repossessed, don’t just refer to it as a “car,” but instead, provide the year, make, and model. It is important for you to be as detailed as possible when answering any question “Yes.” Also, if you run out of room, either make a copy of the page, or turn the page over and write on the back. The higher level of detail you provide at this initial stage will greatly aid in moving your case along at a fast pace and prevent long delays and additional paperwork later down the road.

## **Motor Vehicles**

Please remember to ALWAYS provide the year, make, and model of your motor vehicle. We must obtain market values of all motor vehicles from the Blue or Black Book for the bankruptcy court. We need all the information on the vehicle, including the present mileage to obtain the correct market value. Example: 2001 Kia should be 2001 Kia Rio, or 2001 Kia Spectra, or whatever the case may be. Simply writing the word “car” does not tell us anything and delays the filing of your bankruptcy petition.

## **Court Documents**

If you have been involved in a court proceeding of any type within the past twelve (12) months, including a foreclosure, wage garnishments, traffic tickets, other fines, lawsuits, judgments for debt collection, etc. -- we need to know the following information, which can be obtained directly from the court pleading you received in the mail:

- Court Heading -- (example: John Doe, Plaintiff -vs- Jane Doe, Defendant)
- Case Number
- Name and address of court where document was filed
- Date the document was filed with the court
- Names and complete addresses of any attorneys or parties involved with the case (including the Plaintiff)
- Current status -- Has a hearing already taken place? If so, what was the result? If the hearing has not taken place and a decision has not been reached yet, provide the date of the court hearing and let us know if the case is still "pending."

You may find it easier to simply make a copy of the court document and include it with your Client Intake Forms when you return them to your attorney.

If you no longer have a copy of the court pleading that provides this information, you may be able to go online and get a copy. Go to a search engine like Google at [www.google.com](http://www.google.com), and type in a search for your county (example: Los Angeles County, California). If your county is online, you can normally do a simple search by your last name and locate public records that may be helpful in locating the information needed for your bankruptcy petition.

## Contracts

Contracts you may have include cell phones, a lease for an automobile or even a contract you entered into with another party to pay back a debt. Be sure to provide the following:

- The date or year the contract began
- How many months the contract is for
- How much you pay per month (installment payment)
- If you want to continue paying the contract or not assume the lease
- Any details about this contract (lease)

## Summary

Thank you for taking the time to read these important instructions before filling out the Client Intake Forms. We understand that filing bankruptcy is not something people enjoy doing. In fact, we know this is a stressful time in your life. However, we want to make the experience as easy as possible. The only way we can do this is to obtain all the information that is needed for the attorney to represent you in court.

Thank you for taking the extra steps necessary to help us make this time in your life a little less stressful. And please do not hesitate to call our office if we can assist you in any way. We sincerely hope you are happy with our law firm and will want to recommend us to others.

### Famous People who filed bankruptcy:

1833	Abraham Lincoln (16 <sup>th</sup> U.S. President)
1871	P.T. Barnum (Barnum & Bailey Circus)
1875	Henry John Heinz (Heinz catsup creator)
1884	Henry Ford (automobile manufacturer)
1884	Ulysses S. Grant (18 <sup>th</sup> U.S. President)
1892	Milton Snavely Hershey (candy maker)
1893	William McKinley (25 <sup>th</sup> U.S. President)
1894	Mark Twain (famous writer)
1917	Buffalo Bill (soldier, hunter, showman)
1923	Walt Disney (creator of Disney empire)
1936	William C. Durant (founder of GM car co.)
1962	Mickey Rooney (famous actor)
1976	Marvin Gaye (famous singer / actor)
1978	Larry King (TV personality / talk show host)
1979	Tom Petty (famous musician)
1984	Mick Fleetwood (musician, Fleetwood Mac)
1986	Tia Carrere (famous actress)
1988	Jerry Lee Lewis (famous singer)
1990	Donald Trump (real estate tycoon)
1990	Willie Nelson (famous musician)
1991	Johnny Unitas (famous quarterback)
1992	Debbie Reynolds (famous actress)
1993	Zsa Zsa Gabor (famous actress)
1992	Wayne Newton (famous singer)
1993	Kim Basinger (famous actress)
1996	Burt Reynolds (famous actor)
1996	Anna Nicole Smith (famous model)
1996	MC Hammer (famous singer)
1998	Toni Braxton (famous singer)
1999	Gary Coleman (famous actor)
1999	Lorraine Bracco (famous actress)
2001	Stan Lee (comic book / superhero creator)
2003	Mike Tyson (famous boxer)
2004	Don Johnson (famous actor)

# GENERAL INFORMATION

Please fill out ALL the information requested in these forms. If a question or section does NOT apply to you, write "N / A" in the space. (N / A means "not applicable.") The more information you provide in these forms, the faster your bankruptcy petition can be prepared. There will be a delay if we need to verify or obtain more information concerning a specific asset, debt or creditor; so please provide as much detail as you can and fill in ALL the information requested on these forms. Thank you for taking the time to be thorough and complete, resulting in a faster turnaround.

YOUR NAME, First	Middle (spell out)	Last
Social Security Number		Date of Birth
Street Address		
City	State	Zip
County of Residence	Length of Time at This Address	
Daytime Phone	Evening Phone	Mobile Phone
Email Address		

MAILING ADDRESS - If you would like any correspondence by the bankruptcy court to be sent to a different mailing address than the physical address you provided above (i.e., PO Box, etc.), please provide that address below:

INFORMATION ABOUT YOUR SPOUSE		
SPOUSE'S NAME, First	Middle (spell out)	Last
Social Security Number		Date of Birth
Address (if living separately)		
City	State	Zip

Have you resided in the same county for at least 180 days (six (6) months)? ☐ Yes ☐ No

If not, where have you resided? \_\_\_\_\_

Are you filing this bankruptcy petition jointly with your spouse? ☐ Yes ☐ No

If "No", please select one: ☐ Unmarried ☐ Spouse Filing Separately ☐ Other Reason

If your spouse is not filing with you, does your spouse live in a different household? ☐ Yes ☐ No

Have you filed bankruptcy within the last eight (8) years? ☐ Yes ☐ No

If "Yes", provide date(s): \_\_\_\_\_

Have you met the Debt Counseling requirement for your state? (Please check one of the choices below)

- ☐ Counseling NOT Completed ☐ Received Counseling Within the past 180 Days  
☐ Request Waiver ☐ Does Not Apply to My District

DATE COMPLETED \_\_\_\_\_

## CURRENT AND HISTORICAL INCOME FOR YOU

Your Name as listed on your current paycheck stub \_\_\_\_\_

Date of Last Paycheck \_\_\_\_\_ Date of Next Paycheck \_\_\_\_\_

**Year-to-Date Total for this current year \$** \_\_\_\_\_

**VERY IMPORTANT!** Gross Income last year \$ \_\_\_\_\_ **Gross Income 2 Yrs Ago \$** \_\_\_\_\_

Employer's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_

Length of Time at This Job? Years \_\_\_\_\_ Months \_\_\_\_\_

Job Title (do not abbreviate) \_\_\_\_\_

How often do you get paid? (check one)

- ☐ Every Week    ☐ Bi-Weekly (sometimes I get paid 3 times a month)  
☐ Once a Month    ☐ semi-monthly (on the same 2 days of each month)

What is your "average" gross wage before deductions? \$ \_\_\_\_\_

"Average" amount of extra money you receive in overtime/commissions per pay period \$ \_\_\_\_\_

Total amount of taxes deducted (FICA, Federal, State, Local) from your paycheck \$ \_\_\_\_\_

What is the total amount deducted from your paycheck for insurance? \$ \_\_\_\_\_

What is the total amount deducted from your paycheck for Union Dues? \$ \_\_\_\_\_

Amount you pay in Alimony AND Child Support (if any) \$ \_\_\_\_\_

Are you court ordered to pay this? ☐ Yes ☐ No

Are there any other deductions from your paycheck? ☐ Yes ☐ No If so, how much? \$ \_\_\_\_\_

What is this "other" deduction for? \_\_\_\_\_ If 401k, how long have you participated? \_\_\_\_\_

How much additional income do you make monthly from a business, ebay, flea market etc? \$ \_\_\_\_\_

Monthly Income from real property (rentals) \$ \_\_\_\_\_ Monthly Interests and Dividends \$ \_\_\_\_\_

Monthly Alimony or Child Support received \$ \_\_\_\_\_ Monthly Social Security \$ \_\_\_\_\_

Monthly Government Assistance \$ \_\_\_\_\_ Monthly Food Stamps \$ \_\_\_\_\_

Monthly Public Assistance \$ \_\_\_\_\_ Monthly Pension or Retirement \$ \_\_\_\_\_

Other Income (Reason and amount received monthly)? \_\_\_\_\_ \$ \_\_\_\_\_

Do you expect your income to change in the next 1 year? Explain: \_\_\_\_\_

Do you have a second job? ☐ Yes ☐ No If yes, name of employer: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_ Length of Time at this Job: Years \_\_\_\_\_ Months \_\_\_\_\_

Job Title (do not abbreviate) \_\_\_\_\_

How often do you get paid? (check one)

- ☐ Every Week    ☐ Bi-Weekly (sometimes I get paid 3 times a month)  
☐ Once a Month    ☐ semi-monthly (on the same 2 days of each month)

What is your "average" gross wage before deductions? \$ \_\_\_\_\_

Year-to-Date Income: \$ \_\_\_\_\_ Income Last year: \$ \_\_\_\_\_ Income 2 Yrs Ago: \$ \_\_\_\_\_

Do you receive income from a home-based business? ☐ Yes ☐ No How much per month? \$ \_\_\_\_\_

## CURRENT AND HISTORICAL INCOME FOR YOUR SPOUSE

Your Name as listed on your current paycheck stub \_\_\_\_\_

Date of Last Paycheck \_\_\_\_\_ Date of Next Paycheck \_\_\_\_\_

**Year-to-Date Total for this current year \$** \_\_\_\_\_

**VERY IMPORTANT!** Gross Income last year \$ \_\_\_\_\_ **Gross Income 2 Yrs Ago \$** \_\_\_\_\_

Employer's Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_

Length of Time at This Job? Years \_\_\_\_\_ Months \_\_\_\_\_

Job Title (do not abbreviate) \_\_\_\_\_

How often do you get paid? (check one)

☐ Every Week ☐ Bi-Weekly (sometimes I get paid 3 times a month)

☐ Once a Month ☐ semi-monthly (on the same 2 days of each month)

What is your "average" gross wage before deductions? \$ \_\_\_\_\_

"Average" amount of extra money you receive in overtime/commissions per pay period \$ \_\_\_\_\_

Total amount of taxes deducted (FICA, Federal, State, Local) from your paycheck \$ \_\_\_\_\_

What is the total amount deducted from your paycheck for insurance? \$ \_\_\_\_\_

What is the total amount deducted from your paycheck for Union Dues? \$ \_\_\_\_\_

Amount you pay in Alimony AND Child Support (if any) \$ \_\_\_\_\_

Are you court ordered to pay this? ☐ Yes ☐ No

Are there any other deductions from your paycheck? ☐ Yes ☐ No If so, how much? \$ \_\_\_\_\_

What is this "other" deduction for? \_\_\_\_\_ If 401k, how long have you participated? \_\_\_\_\_

How much additional income do you make monthly from a business, ebay, flea market etc? \$ \_\_\_\_\_

Monthly Income from real property (rentals) \$ \_\_\_\_\_ Monthly Interests and Dividends \$ \_\_\_\_\_

Monthly Alimony or Child Support received \$ \_\_\_\_\_ Monthly Social Security \$ \_\_\_\_\_

Monthly Government Assistance \$ \_\_\_\_\_ Monthly Food Stamps \$ \_\_\_\_\_

Monthly Public Assistance \$ \_\_\_\_\_ Monthly Pension or Retirement \$ \_\_\_\_\_

Other Income (Reason and amount received monthly)? \_\_\_\_\_ \$ \_\_\_\_\_

Do you expect your income to change in the next 1 year? Explain: \_\_\_\_\_

---

Do you have a second job? ☐ Yes ☐ No If yes, name of employer: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_ Length of Time at this Job: Years \_\_\_\_\_ Months \_\_\_\_\_

Job Title (do not abbreviate) \_\_\_\_\_

How often do you get paid? (check one)

☐ Every Week ☐ Bi-Weekly (sometimes I get paid 3 times a month)

☐ Once a Month ☐ semi-monthly (on the same 2 days of each month)

What is your "average" gross wage before deductions? \$ \_\_\_\_\_

Year-to-Date Income: \$ \_\_\_\_\_ Income Last year: \$ \_\_\_\_\_ Income 2 Yrs Ago: \$ \_\_\_\_\_

Do you receive income from a home-based business? ☐ Yes ☐ No How much per month? \$ \_\_\_\_\_

## SELF-EMPLOYED BUSINESS OWNERS - PROFIT AND LOSS (P&L)

If you have been self-employed during the past six (6) months, please list below the normal income and expenses your business generated for an average month. If you did not have an average monthly income due to extreme highs and lows in your business, estimate your total yearly income and divide by 12 to get the average monthly income. Use the same method of determining your average monthly expenses and enter those figures into the spaces below:

Gross Income for 12 Months Prior to Filing	\$
Estimated Average Future Gross Monthly Income	\$
Net Payroll (Other than Self)	\$
Payroll Taxes	\$
Unemployment Taxes	\$
Workers Compensation	\$
Other Taxes	\$
Inventory Purchases	\$
Purchase of Feed/Fertilizer/etc.	\$
Rent (Other than Your Residence)	\$
Utilities	\$
Office Expenses and Supplies	\$
Repairs and Maintenance	\$
Vehicle Expenses	\$
Travel and Entertainment	\$
Equipment Rental and Leases	\$
Legal/Accounting/Professional Fees	\$
Insurance	\$
Employee Benefits	\$
Other	\$
Other	\$
Other	\$
Other	\$

Did you withhold any earnings for tax purposes? ☐ Yes ☐ No

If yes, how much did you withhold monthly? \$

**Total Monthly Income** \$

**Total Monthly Expenses** \$

**Business Profit** \$

Did you file income taxes for the years you operated your business? ☐ Yes ☐ No

If not, what years did you NOT file taxes? \_\_\_\_\_

## INFORMATION FOR MEANS TEST

☐ Means Test does NOT apply. Debtor(s) is a disabled veteran with debts incurred primarily during active duty or homeland defense.

### DEPENDENTS

Name	Age	Relationship to You	Is this Person / Child Living with You, and / or Claimed on your Taxes?
1.			
2.			
3.			
4.			
5.			
6.			

### INCOME FOR LAST SIX (6) Months

Provide the total amount of earned income (from all sources) that you received for the current month and last five (5) months - totaling six (6) months of income. DO NOT DEDUCT TAXES. The income you report below is NOT TAKE-HOME PAY but the TOTAL INCOME YOU ACTUALLY EARNED BEFORE TAXES WERE DEDUCTED.

#### **HUSBAND: Wages, salaries, tips, bonuses, overtime and commissions:**

Month:	Month:	Month	Month	Month	Month

#### **WIFE: Wages, salaries, tips, bonuses, overtime and commissions:**

Month:	Month:	Month:	Month	Month	Month

#### **HUSBAND: Income from operation of business, profession or farm:**

Month:	Month:	Month	Month:	Month	Month

#### **WIFE: Income from operation of business, profession or farm:**

Month:	Month:	Month	Month	Month	Month

#### **HUSBAND: Rents and other property income (not rent you paid, but rents paid to you):**

Month:	Month:	Month	Month:	Month	Month

**CONTINUED ON NEXT PAGE**



## INFORMATION FOR MEANS TEST CONTINUED

### WIFE: Rents and other property income (not rent you paid, but rents paid to you):

Month:	Month:	Month	Month	Month	Month

### HUSBAND: Interest income, dividends and royalties:

Month:	Month:	Month	Month	Month	Month

### WIFE: Interest income, dividends and royalties:

Month:	Month:	Month	Month	Month	Month

### HUSBAND: Pension and retirement income:

Month:	Month:		Month:	Month	Month

### WIFE: Pension and retirement income:

Month:	Month:	Month	Month:	Month	Month

### HUSBAND: Income received from others who are not filing bankruptcy with you who contribute money to the household expenses:

Month:	Month:	Month	Month	Month	Month

### WIFE: Income received from others who are not filing bankruptcy with you who contribute money to the household expenses:

Month:	Month:	Montht	Month	Month	Month

### HUSBAND: Unemployment compensation:

Month:	Month:	Month	Month	Month	Month

### WIFE: Unemployment compensation:

Month:	Month:	Month	Month	Month	Month

CONTINUED ON NEXT PAGE

INFORMATION FOR MEANS TEST CONTINUED

HUSBAND: Income from other sources not provided for above:

Month:	Month:		Month	Month	Month

WIFE: Income from other sources not provided for above:

Month:	Month:	Month	Month	Month	Month

OTHER INFORMATION

Have you or your spouse been known by any other name during the past 8 years? ☐ Yes ☐ No  
(Example: maiden name, last name from previous marriage, legal name change, etc.)

If yes, write the NAME KNOWN AS and DATE(S) THIS NAME WAS USED below:

Name Used		Dates Used		Thru	
Name Used		Dates Used		Thru	

Has your income significantly increased or decreased during the past six (6) months?  
If so, please provide details below:

## MONTHLY BUDGET

This form is necessary to determine how much you spend each month on living expenses. Be sure to write in the MONTHLY (not yearly) amounts in the spaces below each expenditure. For utilities, your bill may be higher in the winter than in the summer, so write an amount that is "average" covering the whole twelve (12) month period.

### Housing Expenses

Rent (If You Don't Own Your Home) \$ \_\_\_\_\_  
First Mortgage Payment or  
Mobile Home Monthly Payment \$ \_\_\_\_\_  
Second Mortgage (If Applicable) \$ \_\_\_\_\_  
Third Mortgage (If Applicable) \$ \_\_\_\_\_  
Lot Payment (If Applicable) \$ \_\_\_\_\_  
Are Real Estate Taxes Included in  
Your Mortgage Payment? ☐ Yes ☐ No  
Taxes Not Included in House Payment \$ \_\_\_\_\_  
Is Your Homeowner's Insurance Included  
in Your Mortgage Payment? ☐ Yes ☐ No  
Insurance Not Included in House Payment \$ \_\_\_\_\_

### Utilities (Normal Monthly Average)

Electricity and Gas \$ \_\_\_\_\_  
Water \$ \_\_\_\_\_  
Telephone: Home Phone \$ \_\_\_\_\_  
Telephone: Cellular / Mobile \$ \_\_\_\_\_  
Trash Pick-up \$ \_\_\_\_\_

### Basic Needs

Home Maintenance (If You Own a Home) \$ \_\_\_\_\_  
Food (Monthly) \$ \_\_\_\_\_  
Clothing (Monthly Expense) \$ \_\_\_\_\_  
Laundry, Dry Cleaning, Soap, Etc. \$ \_\_\_\_\_  
Medical Expenses Not Paid by Insurance \$ \_\_\_\_\_

### Transportation

Gasoline / Auto Maintenance \$ \_\_\_\_\_  
Recreation / Entertainment \$ \_\_\_\_\_  
Charitable Giving (If Claimed on Taxes) \$ \_\_\_\_\_

### Insurance

Renters Insurance \$ \_\_\_\_\_  
Life Insurance (Other than Employer) \$ \_\_\_\_\_  
Health Insurance (Other than Employer) \$ \_\_\_\_\_  
Automobile Insurance \$ \_\_\_\_\_  
Other Insurance \$ \_\_\_\_\_

### Taxes

Are any other taxes deducted from your wages? ☐ Yes ☐ No

Other Taxes \$ \_\_\_\_\_

### Other Expenses

Alimony and/or Child Support \$ \_\_\_\_\_  
Payments for Someone Outside  
Your Home \$ \_\_\_\_\_  
Union Dues \$ \_\_\_\_\_  
Internet Access \$ \_\_\_\_\_  
Cable/Satellite TV \$ \_\_\_\_\_  
Professional Dues (Not Payroll Deducted) \$ \_\_\_\_\_  
Child Care Expenses \$ \_\_\_\_\_  
Babysitter/Day Care Expenses \$ \_\_\_\_\_  
School Expenses \$ \_\_\_\_\_  
School Lunch Expenses \$ \_\_\_\_\_  
College Tuition (Not Loans) \$ \_\_\_\_\_  
Student Loan Repayment \$ \_\_\_\_\_  
Newspapers, Books, Magazines \$ \_\_\_\_\_  
Personal Care Items \$ \_\_\_\_\_  
Home Security Monitoring \$ \_\_\_\_\_  
Other \$ \_\_\_\_\_  
Other \$ \_\_\_\_\_  
Other \$ \_\_\_\_\_

Use the space below to describe any additional monthly expenses that you must pay out of your pocket that are not covered here. Explain the type of expense, amount of expense and how long you will continue to have this expense:

---

---

---

---

Do you expect your budget to change in the next 1 year? Explain: \_\_\_\_\_

**NOTICE: IF YOU OWN A MOBILE HOME,  
PLEASE FILL OUT THE NEXT PAGE**

## **YOUR REAL ESTATE**

☐ Check this box if you have a homestead exemption that exceeds \$125,000.00

USE SEPARATE PAGES FOR EVERY SEPARATE PIECE OF REAL ESTATE THAT YOU OWN.

Check the type of real estate you own: ☐ **House** ☐ **Condominium** ☐ **Vacant Lot** ☐ **Other**

Name(s) on Deed \_\_\_\_\_

Address of Real Estate \_\_\_\_\_

Description of Real Estate: (example: 1,250 square foot home with 2 bedrooms, 2 baths, attached 2-car garage situated on 2 acres of ground with outbuildings) \_\_\_\_\_

Name of Mortgage Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Account Number \_\_\_\_\_ Date obtained this mortgage \_\_\_\_\_

What are the monthly payments? \$ \_\_\_\_\_ What is the payoff amount? \$ \_\_\_\_\_

Are you behind on payments? ☐ **Yes** ☐ **No** If so, which months? \_\_\_\_\_

Does payment include taxes? ☐ **Yes** ☐ **No** Does payment include insurance? ☐ **Yes** ☐ **No**

What interest rate do you pay? \_\_\_\_\_ % Amount to catch up back payments? \$ \_\_\_\_\_

What year was your real estate last appraised? \_\_\_\_\_ What was the appraised value? \$ \_\_\_\_\_

Do you have a 2<sup>nd</sup> mortgage on the real estate? ☐ **Yes** ☐ **No** Intention: ☐ **Keep** ☐ **Surrender**

### **SECOND (2<sup>nd</sup>) MORTGAGE INFORMATION (IF APPLICABLE)**

Name of Mortgage Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Account Number \_\_\_\_\_ Date obtained this mortgage \_\_\_\_\_

What are the monthly payments? \$ \_\_\_\_\_ What is the pay-off amount? \$ \_\_\_\_\_

Are you behind on payments? ☐ **Yes** ☐ **No** If so, which months? \_\_\_\_\_

What interest rate do you pay? \_\_\_\_\_ % Amount to catch up back payments? \$ \_\_\_\_\_

### **COLLECTION INFORMATION (IF APPLICABLE)**

Name of Collector or Attorney \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Is this real estate in the process of foreclosure or replevin action? ☐ **Yes** ☐ **No**

If in collection, please provide a copy of the court documents you were served.

☐ Check this box if you have a homestead exemption that exceeds \$125,000.00

## YOUR MOBILE HOME

PRINT OUT ADDITIONAL PAGES FOR EVERY MOBILE HOMES THAT YOU OWN.

Name(s) on title \_\_\_\_\_

Address of mobile home \_\_\_\_\_

Are the wheels completely removed and the mobile home attached to the ground? ☐ Yes ☐ No

Does the home sit in a mobile home park? ☐ Yes ☐ No What is the monthly lot rent? \$ \_\_\_\_\_

Does your mobile home sit on a piece of ground you own? ☐ Yes ☐ No Size of lot \_\_\_\_\_

Do you make separate payments for the ground your mobile home sits on? ☐ Yes ☐ No

If so, explain: \_\_\_\_\_

If you own the ground free and clear, what is the resale value for this piece of ground? \$ \_\_\_\_\_

Description of Mobile Home: (example: 28x40 double-wide, 2 bedrooms, 1 bath, on wheels with skirting and steps and 1 outbuilding shed, situated in mobile home park.) \_\_\_\_\_

Name of Mortgage Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Account Number \_\_\_\_\_ Date obtained this mortgage \_\_\_\_\_

What are the monthly payments? \$ \_\_\_\_\_ What is the pay-off amount? \$ \_\_\_\_\_

Are you behind on payments? ☐ Yes ☐ No If so, which months? \_\_\_\_\_

What interest rate do you pay? \_\_\_\_\_ % Amount to catch up back payments? \$ \_\_\_\_\_

What year was your mobile home last appraised? \_\_\_\_\_ What was the appraised value? \$ \_\_\_\_\_

Do you have a 2<sup>nd</sup> mortgage on this mobile home? ☐ Yes ☐ No Intention: ☐ Keep ☐ Surrender

### SECOND (2<sup>nd</sup>) MORTGAGE INFORMATION (IF APPLICABLE)

Name of Mortgage Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Account Number \_\_\_\_\_ Date obtained this mortgage \_\_\_\_\_

What are the monthly payments? \$ \_\_\_\_\_ What is the pay-off amount? \$ \_\_\_\_\_

Are you behind on payments? ☐ Yes ☐ No If so, which months? \_\_\_\_\_

What interest rate do you pay? \_\_\_\_\_ % Amount to catch up back payments? \$ \_\_\_\_\_

### COLLECTION INFORMATION (IF APPLICABLE)

Name of Collector or Attorney \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Is this real estate in the process of foreclosure or replevin action? ☐ Yes ☐ No

If in collection, please provide a copy of the court documents you were served.

## YOUR HOUSEHOLD INVENTORY

Please check the items below that you currently have in your home. Bolded items are most common. Then, **provide the “Yard Sale” VALUE of each item**

	"Yard Sale" Value
<input type="checkbox"/> Stove/Cooking Unit	\$ _____
<input type="checkbox"/> Refrigerator	\$ _____
<input type="checkbox"/> Washer/Dryer	\$ _____
<input type="checkbox"/> Microwave	\$ _____
<input type="checkbox"/> Dishwasher	\$ _____
<input type="checkbox"/> Cooking Utensils	\$ _____
<input type="checkbox"/> Silverware/Flatware	\$ _____
<input type="checkbox"/> Cookware (Pots/Pans)	\$ _____
<input type="checkbox"/> Dining Room Furniture	\$ _____
<input type="checkbox"/> Tables and Chairs	\$ _____
<input type="checkbox"/> Bedroom Furniture	\$ _____
<input type="checkbox"/> Television(s)	\$ _____
<input type="checkbox"/> Satellite or Cable Equipment	\$ _____
<input type="checkbox"/> VCR/DVD Players	\$ _____
<input type="checkbox"/> DVD's	\$ _____
<input type="checkbox"/> Compact Discs	\$ _____
<input type="checkbox"/> All Other Stereo Equipment	\$ _____
Describe item(s): _____	

<input type="checkbox"/> Cellular / Mobile Phones	\$
<input type="checkbox"/> Living Room Furniture	\$
<input type="checkbox"/> Dressers/Night Stands	\$
<input type="checkbox"/> Lamps and Accessories	\$
<input type="checkbox"/> Wedding Rings	\$
<input type="checkbox"/> Other Jewelry / Watches	\$
Describe item(s):	

<input type="checkbox"/> Furs	\$
<input type="checkbox"/> <b>Computer(s)</b>	\$
<input type="checkbox"/> <b>Computer Printers/Fax Mach</b>	\$
<input type="checkbox"/> <b>Desks/Office Furniture</b>	\$
<input type="checkbox"/> <b>Other Computer Equipment</b>	\$
<b>Describe item(s):</b>	

<input type="checkbox"/> <b>Photography Equipment</b>	\$
<input type="checkbox"/> <b>All Clothing</b>	\$
<input type="checkbox"/> Collectibles	\$
Describe Item(s):	

	“Yard Sale” Value
<input type="checkbox"/> Paintings/Art	\$ _____
Describe item(s): _____	
<input type="checkbox"/> <b>Carpenter Tools</b>	\$ _____
Describe item(s): _____	
<input type="checkbox"/> <b>Mechanic Tools</b>	\$ _____
Describe item(s): _____	
<input type="checkbox"/> Guns and Firearms	\$ _____
Describe item(s): _____	
<input type="checkbox"/> <b>Lawnmower</b>	\$ _____
<input type="checkbox"/> Boats	\$ _____
<input type="checkbox"/> Trailers	\$ _____
<input type="checkbox"/> Campers	\$ _____
<input type="checkbox"/> <b>Yard Tools/Equipment</b>	\$ _____
<input type="checkbox"/> Swimming Pool	\$ _____

[illegible]

---

## INVENTORY OF FINANCIAL ACCOUNTS

---

List all financial accounts, including checking, savings, 401k or other Retirement, PayPal, etc. Make copies of this page if you have more accounts to report.

Name of Bank \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

---

Name of Bank \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

---

Name of Bank \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

---

Name of Bank \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

---

Name of Bank \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

---

NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

---

## INVENTORY OF FINANCIAL ACCOUNTS CONTINUED

---

List all financial accounts, including checking, savings, 401k or other Retirement, PayPal, etc. Make copies of this page if you have more accounts to report.

Name of Bank \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

---

Name of Bank \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

---

Name of Bank \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

---

Name of Bank \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

---

Name of Bank \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

---

NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



---

## YOUR MOTOR VEHICLES

---

Motor vehicles include cars, trucks, SUV's, motorcycles, four wheelers/ATV's, motor homes, boats, trailers, campers, tractors, airplanes, etc., that are titled in your name *or* your spouse's name

Print more sheets if you own more than four (4) vehicles.

Type: ☐ Automobile ☐ Truck ☐ Motorcycle ☐ Mobile Home (title only) ☐ Other: \_\_\_\_\_

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Style \_\_\_\_\_ ☐ 2 dr ☐ 4 dr ☐ Other

Vehicle Identification Number (VIN #) - *VERY IMPORTANT* \_\_\_\_\_

If vehicle is a truck, check all that apply: ☐ Long Bed ☐ Short bed ☐ 4 Wheel Drive

☐ ½ Ton ☐ ¾ Ton ☐ Standard Cab ☐ Ext Cab ☐ Quad Cab ☐ Crew Cab (4 reg doors)

Condition: ☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Not Running Mileage \_\_\_\_\_

Engine: ☐ 4 Cylinder ☐ 6 Cylinder ☐ 8 Cylinder Liters: \_\_\_\_\_

Transmission: ☐ Automatic ☐ Manual (4-speed, 5-speed, etc.) KBB Value \_\_\_\_\_

Name(s) on vehicle title? \_\_\_\_\_

Is vehicle leased? ☐ Yes ☐ No If yes, what is the "buy out" on the lease? \$ \_\_\_\_\_

Name of company you make payments to for this vehicle: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Account Number \_\_\_\_\_ Date loan established \_\_\_\_\_

Monthly payment? \$ \_\_\_\_\_ How many months are you behind on payments? \_\_\_\_\_

What is the pay-off amount on this vehicle? \$ \_\_\_\_\_ Check one: ☐ Keep ☐ Surrender

Interest rate of auto loan: \_\_\_\_\_ % Month and year this will be paid off: \_\_\_\_\_

Have you listed this vehicle as collateral for a title loan / quick loan / personal loan? ☐ Yes ☐ No

If so, name and address of loan company for personal loan: \_\_\_\_\_

---

Type: ☐ Automobile ☐ Truck ☐ Motorcycle ☐ Mobile Home (title only) ☐ Other: \_\_\_\_\_

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Style \_\_\_\_\_ ☐ 2 dr ☐ 4 dr ☐ Other

Vehicle Identification Number (VIN #) - *VERY IMPORTANT* \_\_\_\_\_

If vehicle is a truck, check all that apply: ☐ Long Bed ☐ Short bed ☐ 4 Wheel Drive

☐ ½ Ton ☐ ¾ Ton ☐ Standard Cab ☐ Ext Cab ☐ Quad Cab ☐ Crew Cab (4 reg doors)

Condition: ☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Not Running Mileage \_\_\_\_\_

Engine: ☐ 4 Cylinder ☐ 6 Cylinder ☐ 8 Cylinder Liters: \_\_\_\_\_

Transmission: ☐ Automatic ☐ Manual (4-speed, 5-speed, etc.) KBB VALUE \_\_\_\_\_

Name(s) on vehicle title? \_\_\_\_\_

Is vehicle leased? ☐ Yes ☐ No If yes, what is the "buy out" on the lease? \$ \_\_\_\_\_

Name of company you make payments to for this vehicle: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Account Number \_\_\_\_\_ Date loan established \_\_\_\_\_

Monthly payment? \$ \_\_\_\_\_ How many months are you behind on payments? \_\_\_\_\_

What is the pay-off amount on this vehicle? \$ \_\_\_\_\_ Check one: ☐ Keep ☐ Surrender

Interest rate of auto loan: \_\_\_\_\_ % Month and year this will be paid off: \_\_\_\_\_

Have you listed this vehicle as collateral for a title loan / quick loan / personal loan? ☐ Yes ☐ No

If so, name of loan company for personal loan: \_\_\_\_\_

---

## YOUR MOTOR VEHICLES CONTINUED

---

Motor vehicles include cars, trucks, SUV's, motorcycles, four wheelers/ATV's, motor homes, boats, trailers, campers, tractors, airplanes, etc., that are titled in your name or your spouse's name

Print more sheets if you own more than four (4) vehicles.

Type: ☐ Automobile ☐ Truck ☐ Motorcycle ☐ Mobile Home (title only) ☐ Other: \_\_\_\_\_

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Style \_\_\_\_\_ ☐ 2 dr ☐ 4 dr ☐ Other

Vehicle Identification Number (VIN #) - *VERY IMPORTANT* \_\_\_\_\_

If vehicle is a truck, check all that apply: ☐ Long Bed ☐ Short bed ☐ 4 Wheel Drive

☐ ½ Ton ☐ ¾ Ton ☐ Standard Cab ☐ Ext Cab ☐ Quad Cab ☐ Crew Cab (4 reg. doors)

Condition: ☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Not Running Mileage \_\_\_\_\_

Engine: ☐ 4 Cylinder ☐ 6 Cylinder ☐ 8 Cylinder Liters: \_\_\_\_\_

Transmission: ☐ Automatic ☐ Manual (4-speed, 5-speed, etc.) KBB VALUE \_\_\_\_\_

Name(s) on vehicle title? \_\_\_\_\_

Is vehicle leased? ☐ Yes ☐ No If yes, what is the "buy out" on the lease? \$ \_\_\_\_\_

Name of company you make payments to for this vehicle: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Account Number \_\_\_\_\_ Date loan established \_\_\_\_\_

Monthly payment? \$ \_\_\_\_\_ How many months are you behind on payments? \_\_\_\_\_

What is the pay-off amount on this vehicle? \$ \_\_\_\_\_ Check one: ☐ Keep ☐ Surrender

Interest rate of auto loan: \_\_\_\_\_ % Month and year this will be paid off: \_\_\_\_\_

Have you listed this vehicle as collateral for a title loan / quick loan / personal loan? ☐ Yes ☐ No

If so, name of loan company for personal loan: \_\_\_\_\_

---

Type: ☐ Automobile ☐ Truck ☐ Motorcycle ☐ Mobile Home (title only) ☐ Other: \_\_\_\_\_

Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Style \_\_\_\_\_ ☐ 2 dr ☐ 4 dr ☐ Other

Vehicle Identification Number (VIN #) - *VERY IMPORTANT* \_\_\_\_\_

If vehicle is a truck, check all that apply: ☐ Long Bed ☐ Short bed ☐ 4 Wheel Drive

☐ ½ Ton ☐ ¾ Ton ☐ Standard Cab ☐ Ext Cab ☐ Quad Cab ☐ Crew Cab (4 reg doors)

Condition: ☐ Excellent ☐ Good ☐ Fair ☐ Poor ☐ Not Running Mileage \_\_\_\_\_

Engine: ☐ 4 Cylinder ☐ 6 Cylinder ☐ 8 Cylinder Liters: \_\_\_\_\_

Transmission: ☐ Automatic ☐ Manual (4-speed, 5-speed, etc.) KBB VALUE \_\_\_\_\_

Name(s) on vehicle title? \_\_\_\_\_

Is vehicle leased? ☐ Yes ☐ No If yes, what is the "buy out" on the lease? \$ \_\_\_\_\_

Name of company you make payments to for this vehicle: \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Account Number \_\_\_\_\_ Date loan established \_\_\_\_\_

Monthly payment? \$ \_\_\_\_\_ How many months are you behind on payments? \_\_\_\_\_

What is the pay-off amount on this vehicle? \$ \_\_\_\_\_ Check one: ☐ Keep ☐ Surrender

Interest rate of auto loan: \_\_\_\_\_ % Month and year this will be paid off: \_\_\_\_\_

Have you listed this vehicle as collateral for a title loan / quick loan / personal loan? ☐ Yes ☐ No

If so, name of loan company for personal loan: \_\_\_\_\_

## DEBT SHEET (1 OF 5)

- COPY MORE PAGES IF YOU HAVE MORE THAN 15 TOTAL DEBTS
- LIST ALL DEBTS, NOT JUST DEBTS YOU WANT TO LIST...EVEN LOANS FROM RELATIVES

---

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

---

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

---

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## DEBT SHEET (2 OF 5)

- COPY MORE PAGES IF YOU HAVE MORE THAN 30 TOTAL DEBTS
- LIST ALL DEBTS, NOT JUST DEBTS YOU WANT TO LIST...EVEN LOANS FROM RELATIVES

---

**Name of Creditor** \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_  
Month and year you originally obtained this debt or established credit \_\_\_\_\_  
If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_  
What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_  
Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_  
  
Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

---

**Name of Creditor** \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_  
Month and year you originally obtained this debt or established credit \_\_\_\_\_  
If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_  
What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_  
Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_  
  
Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

---

**Name of Creditor** \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_  
Month and year you originally obtained this debt or established credit \_\_\_\_\_  
If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_  
What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_  
Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_  
  
Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## DEBT SHEET (3 OF 5)

- COPY MORE PAGES IF YOU HAVE MORE THAN 30 TOTAL DEBTS
- LIST ALL DEBTS, NOT JUST DEBTS YOU WANT TO LIST...EVEN LOANS FROM RELATIVES

---

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

---

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

---

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## DEBT SHEET (4 OF 5)

- COPY MORE PAGES IF YOU HAVE MORE THAN 30 TOTAL DEBTS
- LIST ALL DEBTS, NOT JUST DEBTS YOU WANT TO LIST...EVEN LOANS FROM RELATIVES

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## DEBT SHEET (5 OF 5)

- COPY MORE PAGES IF YOU HAVE MORE THAN 30 TOTAL DEBTS
- LIST ALL DEBTS, NOT JUST DEBTS YOU WANT TO LIST...EVEN LOANS FROM RELATIVES

---

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

---

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

---

**Name of Creditor** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount you owe on this debt \$ \_\_\_\_\_ Account Number \_\_\_\_\_

Month and year you originally obtained this debt or established credit \_\_\_\_\_

If this debt is for a credit card, what month and year did you last make a purchase? \_\_\_\_\_

What is this debt for? ☐ Medical ☐ Credit Card ☐ Loan ☐ Other \_\_\_\_\_

Who is financially responsible for this debt? ☐ Husband ☐ Wife ☐ Both ☐ Other \_\_\_\_\_

Has this debt been turned over to a collection agency? ☐ Yes ☐ No

**Name of collection agency or law firm** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## STATEMENT OF AFFAIRS (1 of 13)

The following pages contain extremely IMPORTANT QUESTIONS, many of which will be asked you again by the Trustee when you attend your first hearing. Please take your time and go through every question thoroughly and provide as much detail as possible to the questions you answer "yes" to.

**List the names of ALL spouses (past and present) that you have been married to, as well as the dates you were married to each spouse:**

Full Name First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_  
Dates Married: From \_\_\_\_\_ To \_\_\_\_\_

Full Name First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_  
Dates Married: From \_\_\_\_\_ To \_\_\_\_\_

Full Name First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_  
Dates Married: From \_\_\_\_\_ To \_\_\_\_\_

Full Name First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_  
Dates Married: From \_\_\_\_\_ To \_\_\_\_\_

**Have you ever provided a notice to any governmental unit of a Release of Hazardous Materials?**

☐ Yes ☐ No

If so, list the name and address of every site for which you have provided notice to a governmental unit of a release of Hazardous Material. Indicate the governmental unit to which the notice was sent and the date of the notice.

Name/Address of Site \_\_\_\_\_

Governmental Unit Notice Sent To \_\_\_\_\_

Date Notice Sent to Governmental Unit \_\_\_\_\_

**Do you share the ownership of any real property with another person, such as a co-tenancy or joint tenancy? (This does not apply to your spouse.)**

☐ Yes ☐ No

Name of Person \_\_\_\_\_

**Do you have a future interest in any real estate, such as putting money down on a property you have not purchased yet?**

☐ Yes ☐ No

If yes, provide details \_\_\_\_\_

**Do you own or are you buying a timeshare in a vacation property or resort?**

☐ Yes ☐ No

If yes, provide details \_\_\_\_\_

**Do you have a car, truck, motorcycle, boat or camper in your possession titled in someone else's name?**

☐ Yes ☐ No

If yes, Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_

Who/s name is the vehicle titled in? \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

What is this person's relationship to you? \_\_\_\_\_

Why are you holding this property? \_\_\_\_\_



## STATEMENT OF AFFAIRS (2 of 13)

Are you buying any of your furniture or appliances with installment payments?

☐ Yes ☐ No

Description of Item(s)

1. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
2. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
3. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_

Name of company you make installment payments to \_\_\_\_\_

\*\*\* MAKE CERTAIN TO LIST THESE DEBTS ON THE DEBT SHEETS \*\*\*

Are you renting-to-own any of your furniture or appliances?

☐ Yes ☐ No

Description of Item(s)

1. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
2. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
3. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_

Name of company you make installment payments to \_\_\_\_\_

\*\*\* MAKE CERTAIN TO LIST THESE DEBTS ON THE DEBT SHEETS \*\*\*

Have you gone to a loan company or bank and listed any of your furniture, appliances or personal possessions as security, at the time you obtained the loan?

☐ Yes ☐ No

Description of Item(s)

1. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
2. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
3. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_

Name of company you make installment payments to \_\_\_\_\_

\*\*\* MAKE CERTAIN TO LIST THESE DEBTS ON THE DEBT SHEETS \*\*\*

Do you own or are you buying any tools or equipment that you use for your work?

☐ Yes ☐ No

Description of Item(s)

1. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
2. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
3. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_

Name of company you make installment payments to \_\_\_\_\_

\*\*\* MAKE CERTAIN TO LIST THESE DEBTS ON THE DEBT SHEETS \*\*\*

Do you have any inventory (stock in trade) that could be sold for \$200 or more in profit?

☐ Yes ☐ No

Description of Item(s)

1. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
2. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
3. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_

Name of company you make installment payments to \_\_\_\_\_

\*\*\* MAKE CERTAIN TO LIST THESE DEBTS ON THE DEBT SHEETS \*\*\*

## STATEMENT OF AFFAIRS (3 of 13)

**Are you buying any jewelry with installment payments?**

☐ Yes ☐ No

Description of Item(s) AND Name and Mailing Address of Creditor

1. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
2. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_  
3. \_\_\_\_\_ Yard Sale Value \$ \_\_\_\_\_

Name and mailing address of company you make payments to \_\_\_\_\_

Monthly Payments: \$ \_\_\_\_\_

Are the payments current? ☐ Yes ☐ No If not, how many months are behind? \_\_\_\_\_

\*\*\* MAKE CERTAIN TO LIST THESE DEBTS ON THE DEBT SHEETS \*\*\*

**Do you have any animals, livestock or pets you could sell for \$200 or more?**

☐ Yes ☐ No

Description of Animal(s) \_\_\_\_\_

Value of the animals if you had to sell them \_\_\_\_\_

**Have you closed ANY checking, savings, or other ANY other type of financial account(s) (e.g., PayPal) within the past 12 months?**

☐ Yes ☐ No

Name of Bank where account was closed \_\_\_\_\_

Address of Branch \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_

Name(s) on Account \_\_\_\_\_

Account Number \_\_\_\_\_ Date Closed \_\_\_\_\_ Name on Account \_\_\_\_\_

Did you owe a balance when you closed this account? ☐ Yes ☐ No Balance Owed \$ \_\_\_\_\_

If you did not owe a balance when you closed this account, how much money did you receive? \$ \_\_\_\_\_

Name of Bank where account was closed \_\_\_\_\_

Address of Branch \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_

Name(s) on Account \_\_\_\_\_

Account Number \_\_\_\_\_ Date Closed \_\_\_\_\_ Name on Account \_\_\_\_\_

Did you owe a balance when you closed this account? ☐ Yes ☐ No Balance Owed \$ \_\_\_\_\_

If you did not owe a balance when you closed this account, how much money did you receive? \$ \_\_\_\_\_

Name of Bank where account was closed \_\_\_\_\_

Address of Branch \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_

Name(s) on Account \_\_\_\_\_

Account Number \_\_\_\_\_ Date Closed \_\_\_\_\_ Name on Account \_\_\_\_\_

Did you owe a balance when you closed this account? ☐ Yes ☐ No Balance Owed \$ \_\_\_\_\_

If you did not owe a balance when you closed this account, how much money did you receive? \$ \_\_\_\_\_

## STATEMENT OF AFFAIRS (4 of 13)

Have you closed ANY checking, savings, or other ANY other type of financial account(s) (e.g., PayPal) within the past two (2) years? CONTINUED

☐ Yes ☐ No

Name of Bank where account was closed \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Date Closed \_\_\_\_\_ Name on Account \_\_\_\_\_  
Did you owe a balance when you closed this account? ☐ Yes ☐ No Balance Owed \$ \_\_\_\_\_  
If you did not owe a balance when you closed this account, how much money did you receive? \$ \_\_\_\_\_

---

Name of Bank where account was closed \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Date Closed \_\_\_\_\_ Name on Account \_\_\_\_\_  
Did you owe a balance when you closed this account? ☐ Yes ☐ No Balance Owed \$ \_\_\_\_\_  
If you did not owe a balance when you closed this account, how much money did you receive? \$ \_\_\_\_\_

---

Name of Bank where account was closed \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Date Closed \_\_\_\_\_ Name on Account \_\_\_\_\_  
Did you owe a balance when you closed this account? ☐ Yes ☐ No Balance Owed \$ \_\_\_\_\_  
If you did not owe a balance when you closed this account, how much money did you receive? \$ \_\_\_\_\_

---

Name of Bank where account was closed \_\_\_\_\_  
Address of Branch \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Type of Account: ☐ Checking ☐ Savings ☐ 401k ☐ Other (list type) \_\_\_\_\_  
Name(s) on Account \_\_\_\_\_  
Account Number \_\_\_\_\_ Date Closed \_\_\_\_\_ Name on Account \_\_\_\_\_  
Did you owe a balance when you closed this account? ☐ Yes ☐ No Balance Owed \$ \_\_\_\_\_  
If you did not owe a balance when you closed this account, how much money did you receive? \$ \_\_\_\_\_

## STATEMENT OF AFFAIRS (5 of 13)

**Do you or have you rented a safe deposit box during the past two (2) years?**

☐ Yes ☐ No

Name of financial institution \_\_\_\_\_

Address of financial institution \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

What are the contents of the safe deposit box? \_\_\_\_\_

What monthly amount do you pay for rental of this deposit box? (divide annual fee by 12 months) \$ \_\_\_\_\_

If you no longer have the safe deposit box, what date/year did you surrender it? \_\_\_\_\_

If you transferred the safe deposit box, who did you transfer it to? \_\_\_\_\_

**Do you have a Christmas Club Account or any other special purpose accounts?**

☐ Yes ☐ No

Name of financial institution \_\_\_\_\_

Address of financial institution \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Type of Account \_\_\_\_\_ Account Number \_\_\_\_\_

Name(s) on Account \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

**Do you currently have any security deposits being held by a utility company?**

☐ Yes ☐ No

If yes, what is the amount? \$ \_\_\_\_\_ Name of Utility Company \_\_\_\_\_

Address of utility company \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Account Number \_\_\_\_\_ Current Balance \$ \_\_\_\_\_

**\*\* Remember to include any past-due utility bills that you owe from previous addresses on the Debt Sheets**

**Do you have any life insurance?**

☐ Yes ☐ No

Name of insurance company \_\_\_\_\_

Address of insurance company \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

If a "whole life" or "universal life" policy, what is the current cash value? \$ \_\_\_\_\_

If your life insurance is only payable upon death, what is the face value of the policy? \$ \_\_\_\_\_

Who is the beneficiary? \_\_\_\_\_ Relationship \_\_\_\_\_

**\*\* If you have other life insurance policies, please copy this page and fill in the information for each policy.**

**Do you or your spouse participate in a retirement, 401k or pension plan?**

☐ Yes ☐ No

Type of pension plan (i.e., 401-K, PERS, etc.) \_\_\_\_\_

Name of pension company \_\_\_\_\_

Address of pension company \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

When did you first enroll in this plan? \_\_\_\_\_ Current cash value \$ \_\_\_\_\_

**\*\* If you have other pension plans, please copy this page and fill in the information for each policy.**

## STATEMENT OF AFFAIRS (6 of 13)

**Have you setup your own separate retirement not provided by employer?**

☐ Yes ☐ No

Name of financial institution (if applicable) \_\_\_\_\_

Address of financial institution \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Amount in this separate retirement account? \$ \_\_\_\_\_ Who is the beneficiary? \_\_\_\_\_

**Will you be receiving retirement benefits from a former employer within the next six months?** ☐ Yes ☐ No

Date you expect to start receiving retirement benefits \_\_\_\_\_

**Do you have any stocks, bonds (including savings bonds) or mutual funds?**

☐ Yes ☐ No

Type of bond, stock, mutual fund \_\_\_\_\_

Does this bond, stock or mutual fund have a cash value? ☐ Yes ☐ No Cash value \$ \_\_\_\_\_

**Do you have a cell phone?**

☐ Yes ☐ No

Name of cell phone company \_\_\_\_\_

Address of cell phone company \_\_\_\_\_

Account Number \_\_\_\_\_ Date contract began \_\_\_\_\_

Is this a month-to-month contract? ☐ Yes ☐ No

If not, what is the length of the contract? ☐ 1 Year ☐ 2 Years ☐ 3 Years Date contract began \_\_\_\_\_

What is the normal monthly contract payment? \$ \_\_\_\_\_

Do you wish to keep the cell phone and continue paying the monthly contract? ☐ Yes ☐ No

**\*\* If you have other cell phones, please copy this page and fill in the information for each phone.**

**Do you live with a roommate/relative that pays part of your expenses?**

☐ Yes ☐ No

Name of roommate or relative \_\_\_\_\_ Relationship? \_\_\_\_\_

What expenses do they pay? \_\_\_\_\_

What is the total amount they contribute on a monthly basis to your living expenses? \$ \_\_\_\_\_

How long have they been paying this amount? From \_\_\_\_\_ To \_\_\_\_\_

**Do relatives or other parties help to pay part or all of your monthly expenses?**

☐ Yes ☐ No

Name of relatives providing additional support \_\_\_\_\_

Relationship of this relative to you \_\_\_\_\_

What is the total amount they contribute on a monthly basis to your living expenses? \$ \_\_\_\_\_

How long have they been paying this amount? From \_\_\_\_\_ To \_\_\_\_\_

## STATEMENT OF AFFAIRS (7 of 13)

**Are you currently attending college?**

☐ Yes ☐ No

Name of college \_\_\_\_\_

Anticipated graduation date \_\_\_\_\_ Major of Study \_\_\_\_\_

**Do you have a student loan?**

☐ Yes ☐ No

Name of institution you will make payments to \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date student loan first obtained? \_\_\_\_\_ Date payment is/was to begin \_\_\_\_\_

Total amount to pay off student loan \$ \_\_\_\_\_ Average monthly payment \$ \_\_\_\_\_

**Do you currently owe any fines? (includes parking tickets, moving violations, etc.)**

☐ Yes ☐ No

Name of court you owe fines to \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date of occurrence \_\_\_\_\_ Amount owed \$ \_\_\_\_\_

Case number assigned by court \_\_\_\_\_ Name of party ☐ Husband ☐ Wife ☐ Other

**If you pay child support, are you currently behind in any payments?**

☐ Yes ☐ No

Name of person/agency you pay child support to \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

What is the total amount you owe in back child support? \_\_\_\_\_

What date (or year) were you supposed to start paying child support? \_\_\_\_\_

What are the payment arrangements? \_\_\_\_\_

**Even if you never expect to collect any money,**

**does an ex-spouse owe you money for alimony or child support?**

☐ Yes ☐ No

Name of ex-spouse \_\_\_\_\_

Address of ex-spouse \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Total amount he/she owes you \$ \_\_\_\_\_ Date he/she originally started owing you \_\_\_\_\_

Has this ex-spouse been court ordered to pay you? ☐ Yes ☐ No Year of court order? \_\_\_\_\_

## STATEMENT OF AFFAIRS (8 of 13)

**Over the last year, have you, your children or your spouse been involved in an accident where someone was hurt, for example, a car accident?**

☐ Yes ☐ No

Date accident occurred \_\_\_\_\_ Who was at fault? \_\_\_\_\_

Who was involved in the accident? \_\_\_\_\_

Was any insurance money received? ☐ Yes ☐ No If yes, how much? \$ \_\_\_\_\_

**During the next six (6) months, do you expect to inherit anything?**

☐ Yes ☐ No

How much do you expect to inherit? \$ \_\_\_\_\_ Date expected \_\_\_\_\_

Reasons for inheritance \_\_\_\_\_

**During the next six (6) months, do you expect to recover on anyone's life insurance policy?**

☐ Yes ☐ No

How much do you expect to receive? \$ \_\_\_\_\_ Date expected \_\_\_\_\_

Reasons for receiving this money \_\_\_\_\_

**Do you expect to receive any money from any insurance claim, for any reason, during the next six (6) months?**

☐ Yes ☐ No

How much do you expect to receive? \$ \_\_\_\_\_ Date expected \_\_\_\_\_

Reasons for receiving this money \_\_\_\_\_

**Are you the beneficiary of a trust fund?**

☐ Yes ☐ No

What is the amount of the trust fund? \$ \_\_\_\_\_ Name of trust fund owner \_\_\_\_\_

Relationship to you \_\_\_\_\_ When will you have access to this trust fund? \_\_\_\_\_

**Are you owed any back wages, commissions, or vacation pay from your current or previous employer?**

☐ Yes ☐ No

Employer Name \_\_\_\_\_

Amount expected to receive \$ \_\_\_\_\_ Date expected \_\_\_\_\_

**\*\* Provide details about this amount owed you. (Feel free to use the back of this page if necessary)**

**Is any of your property in the hands of a repairman, storage company or pawnbroker?**

☐ Yes ☐ No

Name of Place Holding Your Property \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Description of Items and Yard Sale value:

1. _____	Yard Sale Value \$ _____
2. _____	Yard Sale Value \$ _____
3. _____	Yard Sale Value \$ _____

What is the total amount you need to pay in order to get these items released? \_\_\_\_\_

## STATEMENT OF AFFAIRS (9 of 13)

**In the near future, do you expect to settle, win or begin a case for personal injury?** ☐ Yes ☐ No

How much do you expect to receive? \$ \_\_\_\_\_ Date you expect to receive this money? \_\_\_\_\_

Provide details about this personal injury claim \_\_\_\_\_

Name of attorney or law firm handling this claim? \_\_\_\_\_

**In the near future, do you expect to enter into any property settlement with a former spouse?** ☐ Yes ☐ No

List all items you expect to receive or turn over in the property settlement (including cash) \_\_\_\_\_

What is the total market value (Yard Sale value) of these items? \_\_\_\_\_

When do you expect to receive this money or property? or \_\_\_\_\_

When do you expect to turn over this cash or property? \_\_\_\_\_

**Does anyone owe you any money for a judgment you have obtained against them?** ☐ Yes ☐ No

Name of party you filed a lawsuit on \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date you filed this lawsuit? \_\_\_\_\_ Money amount awarded you in judgment \$ \_\_\_\_\_

**Even if you never expect to collect, does anyone owe you any money for any reason whatsoever?**

☐ Yes ☐ No

Name of person who owes you money \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Explain why they owe you money \_\_\_\_\_

Amount they owe you \$ \_\_\_\_\_ Date they originally started owing you \_\_\_\_\_

**Have you made any payments on your loans or bills other than ordinary payments? In other words, have you made catch-up payments, paid off, or borrowed money to pay on or off bills or loans?** ☐ Yes ☐ No

Name of creditor you paid \_\_\_\_\_

Date Paid \_\_\_\_\_ Amount Paid \$ \_\_\_\_\_ Current Balance Due \$ \_\_\_\_\_

Name of creditor you paid \_\_\_\_\_

Date Paid \_\_\_\_\_ Amount Paid \$ \_\_\_\_\_ Current Balance Due \$ \_\_\_\_\_



## STATEMENT OF AFFAIRS (10 of 13)

**Are there any lawsuits pending against you now?**

☐ Yes ☐ No

Name of party suing you (Plaintiff)? \_\_\_\_\_

Case Number \_\_\_\_\_ Date Lawsuit Filed \_\_\_\_\_

Type of Lawsuit From Court Pleading (Complaint, Summons, etc.) \_\_\_\_\_

Attorney for the Plaintiff (found on court pleading) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Court when lawsuit was filed (at the top of the pleading) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**\*\* If lawsuit is LESS THAN 1 YEAR OLD, please make a copy and include with these forms**

**Have your wages or property been garnished or attached?**

☐ Yes ☐ No

Who garnished your wages or attached your property? \_\_\_\_\_

When item did they repossess? (If car, provide the year, make, model) \_\_\_\_\_

How much money do they take from your paycheck? \$ \_\_\_\_\_ How often is this deducted? \_\_\_\_\_

**Have you returned any property to creditors or was any of your property repossessed from you, sold at foreclosure, transferred through a deed or returned to a seller?**

☐ Yes ☐ No

What property did you turn over to a receiver? \_\_\_\_\_

When and where did this take place (month AND year)? \_\_\_\_\_

Name and Address of Creditor \_\_\_\_\_

Value of Property \$ \_\_\_\_\_

**Is any of your property in receivership or other legal custody?**

☐ Yes ☐ No

When did you file your receivership? \_\_\_\_\_

In what court was this done? \_\_\_\_\_

**Have you made any gifts to friends or relatives?**

☐ Yes ☐ No

What gifts or transfers have you made? \_\_\_\_\_

Who did you give the gift to? \_\_\_\_\_

What date/year did you make the gift? \_\_\_\_\_ What is the approximate value? \$ \_\_\_\_\_

**Have you transferred any money or property to family members or friends or paid them any money on debts you might owe them?**

☐ Yes ☐ No

Type of property transferred \_\_\_\_\_

What date/year was it transferred? \_\_\_\_\_ What is the approximate value? \$ \_\_\_\_\_

## STATEMENT OF AFFAIRS (11 of 13)

**Have you had any unusual losses, such as fire, theft, gambling or otherwise?**

☐ Yes ☐ No

Type of loss? ☐ Fire ☐ Theft ☐ Gambling ☐ Other \_\_\_\_\_

What item(s) or amount of money was lost? \_\_\_\_\_

What date/year was it lost? \_\_\_\_\_ Amount insurance paid? \$ \_\_\_\_\_

**Have you had any losses covered by insurance?**

☐ Yes ☐ No

Describe loss \_\_\_\_\_

Date/year of loss \_\_\_\_\_ Amount insurance paid? \$ \_\_\_\_\_

**Have you consulted with any other attorney about your financial affairs or paid money to a debt counseling service?**

☐ Yes ☐ No

Name of attorney or service \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Consultation Date \_\_\_\_\_ Total paid for service \$ \_\_\_\_\_

**Have you filed any bankruptcy within the last eight (8) years?**

☐ Yes ☐ No

Did you file a Chapter 7, Chapter 13, or a Chapter 11? \_\_\_\_\_

Date your bankruptcy was filed? \_\_\_\_\_ City, State filed? \_\_\_\_\_

Name(s) of persons who filed? \_\_\_\_\_

Was the case discharged? ☐ Yes ☐ No Case Number \_\_\_\_\_

**Is anyone holding any property that belongs to you?**

☐ Yes ☐ No

Item(s) in someone else's possession that belong to you? \_\_\_\_\_

Name of person holding these items \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Beside your current address, have you lived at any other addresses within the past three (3) years?**

☐ Yes ☐ No

Previous Address lived at \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Time period lived at this address: From (date/year) \_\_\_\_\_ To (date/year) \_\_\_\_\_

Name(s) of parties who lived at this address \_\_\_\_\_

Previous Address lived at \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Time period lived at this address: From (date/year) \_\_\_\_\_ To (date/year) \_\_\_\_\_

Name(s) of parties who lived at this address \_\_\_\_\_

## STATEMENT OF AFFAIRS (12 of 13)

Previous Addresses lived at (last three years) \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Time period lived at this address: From (date/year) \_\_\_\_\_ To (date/year) \_\_\_\_\_  
Name(s) of parties who lived at this address \_\_\_\_\_

Previous Addresses lived at (last three years) \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Time period lived at this address: From (date/year) \_\_\_\_\_ To (date/year) \_\_\_\_\_  
Name(s) of parties who lived at this address \_\_\_\_\_

Previous Addresses lived at (last three years) \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Time period lived at this address: From (date/year) \_\_\_\_\_ To (date/year) \_\_\_\_\_  
Name(s) of parties who lived at this address \_\_\_\_\_

Previous Addresses lived at (last three years) \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Time period lived at this address: From (date/year) \_\_\_\_\_ To (date/year) \_\_\_\_\_  
Name(s) of parties who lived at this address \_\_\_\_\_

What is the amount of the TAX REFUND you received this year? \$ \_\_\_\_\_  
☐ I did not file taxes    ☐ I had to pay taxes and did not receive a refund

**During the past two (2) years, have either you or your spouse had any other income source outside normal pay from your employer? (includes ebay, website, flea market dealers, etc.)**    ☐ Yes    ☐ No

**Have you been self-employed or had any financial interest in any business (or been involved in a partnership with someone who owned a business within the past eight (6) years?**    ☐ Yes    ☐ No

Name of business \_\_\_\_\_

Business Address \_\_\_\_\_

Employer Identification Number (EIN) of business (or Social Security Number if no EIN) \_\_\_\_\_

Type of business (what type of products were/are sold)? \_\_\_\_\_

Date business began \_\_\_\_\_ Date business ended (if still operating, list "Present") \_\_\_\_\_

What were your net profits for this year? \$ \_\_\_\_\_ Last Year? \$ \_\_\_\_\_ 2 Years ago \$ \_\_\_\_\_

How much income tax do you pay from the income you make with your business? \$ \_\_\_\_\_

Income this year \$ \_\_\_\_\_ Last year \$ \_\_\_\_\_ 2 Yrs Ago \$ \_\_\_\_\_

## STATEMENT OF AFFAIRS (13 of 13)

Bookkeepers and accountants within two (2) years prior this filing

---

Firms or individuals who have audited the books within two (2) years prior to this filing

---

Firms or individuals possessing books of account and records at the time of this filing

---

List financial institutions, creditors and other parties a financial statement was issued two (2) years prior to this filing

---

Dates of the last two inventories taken, name of supervisor, value of inventory, and names of persons with records

---

If a partnership, list the nature and percentage of partnership interest of each member of the partnership

---

If a corporation, list all officers and directors of the corporation, and each stockholder who directly or indirectly owns, controls, or holds 5 percent or more of the voting securities of the corporation

---

If a partnership, list each member who withdrew from the partnership within one year immediately preceding the commencement of this case

---

If a corporation, list all officers or directors whose relationship with the corporation terminated within one year immediately preceding the commencement of this case

---

If a partnership or corporation, list all withdrawals or distributions credited or given to an insider, including compensation in any form, bonuses, loans, stock redemptions, options exercised and any other perquisite during one year immediately preceding the commencement of this case

---

If a partnership or corporation, list all withdrawals or distributions credited or given to an insider, including compensation in any form, bonuses, loans, stock redemptions, options exercised and any other perquisite during one year immediately preceding the commencement of this case

---

If a corporation, list the name and federal taxpayer identification number of the parent corporation of any consolidated group for tax purposes of which the debtor has been a member at any time within the six-year period immediately preceding the commencement of the case

---

If filer is not an individual, list the name and federal taxpayer identification number of any pension fund to which the debtor, as an employer, has been responsible for contributing at any time within the six-year period immediately preceding the commencement of the case

---

By signing below, I state that all the information provided in these Client Intake Forms are true, accurate and complete to the best of my (our) knowledge.

---

Signature of Debtor #1

---

Signature of Debtor #2

Date \_\_\_\_\_

Date \_\_\_\_\_