

Jonathan Stone
ATTORNEY AT LAW
CERTIFIED PUBLIC ACCOUNTANT

Documents Required Prior to Completion of Bankruptcy Petition

Date: _____

Name: _____

The following documents are necessary in order to comply with the requirements of the bankruptcy code, or a request by the Trustee or US Trustee. We cannot prepare your case for filing until all of the following information is provided to our office. **PLEASE PROVIDE COPIES AS ORIGINALS WILL NOT BE RETURNED TO YOU.**

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- | | |
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| <ul style="list-style-type: none"><input type="checkbox"/> All pay stubs or a payroll print-out for ANY income received for seven (7) months prior to filing date*<input type="checkbox"/> All unemployment/disability stubs for seven (7) months prior to filing date.<input type="checkbox"/> Tax returns – last 2 years<input type="checkbox"/> Bank statements from all accounts for three (3) months prior to filing date **<input type="checkbox"/> Recent statements for all 401K, pension, annuity, other retirement plans<input type="checkbox"/> Any life insurance policies (term or whole)<input type="checkbox"/> Whole life insurance – current statement showing cash surrender value<input type="checkbox"/> Current student loan statement<input type="checkbox"/> Current wireless phone bill<input type="checkbox"/> All unpaid bills you can find, including collections, attorney letters and medical bills<input type="checkbox"/> Any court documents from creditors<input type="checkbox"/> Information about any financial account you have closed in the past year | <ul style="list-style-type: none"><input type="checkbox"/> Current homeowners insurance policy***<input type="checkbox"/> Address for all real estate titled in your name, including any joint with parents for estate planning purposes.<input type="checkbox"/> Current Mortgage statement on all real estate showing payment amount, arrears, if any, and balance of loan.<input type="checkbox"/> Current payoff statement on all real estate loans<input type="checkbox"/> HUD-1 settlement statement for the sale of ANY real estate in the past 2 years<input type="checkbox"/> Mortgage, deed and HUD-1 on all real estate owned<input type="checkbox"/> Current loan statement(s) showing the balance owed on all vehicle loan(s)<input type="checkbox"/> Separation/Property Settlement Agreement if divorced<input type="checkbox"/> Any documents regarding any workman's comp or personal injury claim<input type="checkbox"/> Photo drivers license<input type="checkbox"/> Social security card<input type="checkbox"/> _____ |
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* We need pay stubs up to the date your case is filed with the court. Please save all new pay stubs you receive. If you are filing by yourself we will need pay information for your non-filing spouse for the same time period.

** Make sure that you also provide us with bank statements for any accounts that you hold jointly (spouse, parent, child, etc.)

*** If you do not have your own insurance and are filing a Chapter 13, you must get it immediately!