

INFORMATION NEEDED TO FILE CHAPTER 7 or 13



Individual or Husband/Wife

- ALL BILLS**
Include home mortgage loans, vehicle loans, federal and state income taxes owed, credit card bills, medical bills, bank loans, finance company loans, pay day loans, student loans, etc.
For each bill above, provide (1) name of creditor, (2) address, (3) account or loan number, and (4) balance owed. Providing the billing statement suffices as it contains this information. For all home mortgage loans and vehicle loans, the following information is also needed: (1) amount of monthly payment, (2) interest rate of loan, and (3) number of months still owed.

- TAX RETURNS**
Provide copies of Income Tax Returns for prior two years.

- INCOME INFORMATION**
Provide pay stubs or pay advices from each payroll for the last six (6) months of income. Each and every pay stub or pay advice received during this time is needed. Your employer can more than likely give you a printout if you do not have them; however, make sure the printout reflects each and every pay period.
For example, if this case is filed on any date in July, 2010, pay stubs or pay advices covering the period January 1, 2010 to June 30, 2010 would be needed. If instead filed in August, 2010, pay stubs or pay advices covering the period February 1, 2010 to July 31, 2010 would be needed (always the six months prior to the month in which the case is filed).

If you are receiving worker's compensation or unemployment benefits, provide a printout of the payments received during the same six (6) month period noted above.

- VEHICLES**
Provide either a copy of the registration or title PLUS the mileage shown on the odometer for each vehicle owned. Information concerning the year, make, model, VIN number and mileage is required.

- BANK ACCOUNTS**
For each account with any bank, credit union, brokerage firm, etc., provide the name of the institution and the account number(s) for each account.

- RETIREMENT ACCOUNTS**
For each retirement account such as a 401(k), 403(b), IRA, Roth IRA, or state or federal retirement, provide the last statement received for each account.

- LAW SUITS**
Provide all citations, petitions, suits and judgments.

- IDENTIFICATION DOCUMENTS**
Provide a copy of your current Drivers License or State ID Card as well as your Social Security Card.

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