**ITEMS REQUIRED FOR US TO FILE YOUR BANKRUPTCY:**

* Copy of **tax returns for the past 2 years** (shows total gross income)
* Copy of **most recent bank statements** from any account you have: checking, savings, money market, credit union, etc.
* Provide the name of any person/entity to whom you will have a debt as of the date of filing. You should also include the name and address of any collection agency or collection attorney which has been retained to pursue collection of the debt (a debt is defined as something that is owed; money, goods or services)
* Copy of **Social Security Card, Driver’s License, W-2** form or State issued identification card
* Copy of **life insurance policies** with cash surrender value
* Copies of most recent statements from any **retirement plans**, IRA, pension plan, ERISA, Keogh, 401(k), 403(b), deferred compensation plan, annuity, etc.
* **Legal papers** (lawsuits, garnishments, child support order(s) or IRS notices)
* **Loan documents** for mortgages, car loans, or personal loans, including a list of collateral pledged as security for the loan, car leases
* Copy of the **recorded** mortgage and deed (if you don’t have it we can obtain it for a fee of $15) OR go yourself to the Register of Deeds to get copies
* Copy of the **real estate** tax statements showing tax assessed fair market value (FMV)
* Copy of ALL **vehicle titles**
* Complete and return the attached **List of Property Descriptions; Income Information** and **Monthly Expenses**
* Provide any **ACTUAL BILLS** showing creditor’s name, address, account numbers, balance due and approximate date debt was incurred
* Any **prior** **bankruptcy** papers
* Any **prior** **divorce** papers, if divorce occurred within the last 2 years
* **Transunion credit report** (our office can provide one for $35)
* Any papers concerning the **sale of land, car or other major items** (ie – boat) during the last 2 yrs
* Cash or Money Order

\*\***Initial Consultation – FREE**

\*\***Deposit can be made to retain ($250 minimum**) – CASE WILL ONLY BE FILED UPON COMPLETION OF PAYMENTS (or partial payment in Chapter 13)