

GENERAL INFORMATION FOR BANKRUPTCY CLIENTS FITCH & NEARY, PC

Please read and initial:

A follow-up appointment will be required for you to review and sign your bankruptcy paperwork before it can be filed with the court.

Your creditors are permitted to continue their efforts to collect from you until the paperwork is filed with the court.

We will not begin to prepare your paperwork until we receive:

- ▶ The retainer indicated in your fee agreement
- ▶ The documents requested on your checklist. PLEASE NOTE: All documents must be provided well in advance of your signing appointment. We need everything on the checklist in order to prepare the documents for you to sign.

_____ Any original documents you provide will be returned to you at your signing appointment. You may provide documents by delivering in person or mailing hard copies to Sean Neary, 210 SW 5th St. Ste. 2, Redmond, OR 97756.

_____ PHOTOGRAPHS OF DOCUMENTS WILL NOT BE ACCEPTED.

We will not file your paperwork with the bankruptcy court until all fees have been paid as indicated in your fee agreement. Any fees paid within five days of your signing appointment must be paid with cash, money order, or debit card.

When you have paid a portion of the retainer indicated in your fee agreement, you may tell creditors who call you that you have retained Attorney Sean M. Neary to file your bankruptcy. Creditors should stop calling you at this point. HOWEVER ONLY THE FILING OF YOUR BANKRUPTCY PETITION WITH THE COURT WILL PROHIBIT LAWSUITS AND FURTHER COLLECTION ACTIVITY.

Your bankruptcy paperwork is a lengthy legal document with detailed financial information. You are required to sign it under penalties of perjury. Reviewing, correcting and signing your paperwork will require your full attention. For this reason, we politely request that you:

- ▶ Schedule your signing appointment at a time when you can turn your cell phone off for up to an hour.