

*Fitch & Neary, PC*

BANKRUPTCY INTAKE INFORMATION

Items to Bring to Commence Petition Preparation:

1. Copy of Social Security Card and Drivers License
2. Last 2 years tax returns
3. 6 Months of paystubs
4. Last 2 bank statements
5. Vehicle titles/registrations
6. Kelly Blue Book trade in value for each vehicle
7. Most recent bill/statements for each creditor
8. Credit report (available for free at [www.annualcreditreport.com](http://www.annualcreditreport.com))
9. Any judgments/court records/garnishment documents
10. **Minimum** deposit for fees as stated on FEE AGREEMENT (\$750 Ch.7) (\$1,500 Ch.13)
11. Singed Fee Agreement

Have you had a prior bankruptcy? ( ) no ( ) yes; case # \_\_\_\_\_, date filed \_\_\_\_\_,

Will this be a joint bankruptcy petition? ( ) Yes ( ) No

Full Name & residence address

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Home Phone: ( ) \_\_\_\_\_

Work Phone: ( ) \_\_\_\_\_ County of residence \_\_\_\_\_

DOB: \_\_\_\_\_ DOB Spouse: \_\_\_\_\_

Soc. Sec. No. \_\_\_\_\_ Soc Sec. No. Spouse \_\_\_\_\_

Have you used any other name(s) in the last six years? If yes: \_\_\_\_\_

Single? \_\_\_\_\_ Separated? \_\_\_\_\_ Married? \_\_\_\_\_ divorced? \_\_\_\_\_

If married, how long? \_\_\_\_\_ If divorced, how when? \_\_\_\_\_

Please provide the names and ages of minor children living with you (if any)

Name \_\_\_\_\_ age \_\_\_\_\_

Name \_\_\_\_\_ age \_\_\_\_\_

Name \_\_\_\_\_ age \_\_\_\_\_

Please provide the names, ages, and amount of child support paid, if any:

Please list previous addresses for the last three years:

1. \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

2. \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

3. \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

Do you owe any money to the Internal Revenue Service? ( ) no ( ) yes

Do you owe any money to state tax authorities? ( ) no ( ) yes

Spouse 1 employer & job title:

Spouse 2 employer & job title:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How long at this job? \_\_\_\_\_

How long at this job? \_\_\_\_\_

SPOUSE 1: How often you are paid:

Weekly\_\_\_ 2x month\_\_\_ Every 2 weeks\_\_\_ Weekly\_\_\_ 2x month\_\_\_ Every 2 weeks\_\_\_

Please provide your income per pay period: Gross: \_\_\_\_\_ Net: \_\_\_\_\_

Gross: \_\_\_\_\_ Net: \_\_\_\_\_

SPOUSE 2: How often you are paid:

Weekly\_\_\_ 2x month\_\_\_ Every 2 weeks\_\_\_ Weekly\_\_\_ 2x month\_\_\_ Every 2 weeks\_\_\_

Please provide your income per pay period: Gross: \_\_\_\_\_ Net: \_\_\_\_\_

Gross: \_\_\_\_\_ Net: \_\_\_\_\_

Have you received income from any other source than your job last year? If yes: \_\_\_\_\_

What amount of income have you made at your job as follows:

Spouse 1: year-to-date: \_\_\_\_\_

Spouse 2: year-to-date: \_\_\_\_\_

2019 \_\_\_\_\_

2019 \_\_\_\_\_

2018 \_\_\_\_\_

2018 \_\_\_\_\_

Note: If you have more than one job, please list year-to-date and two-years prior income information here: \_\_\_\_\_

### ASSETS

Please list approximate value for **each** asset categories (trade-in/garage sale value):

Home Value: \_\_\_\_\_ Mortgage Amount balance: \_\_\_\_\_ Lender: \_\_\_\_\_

Vehicle 1- Make: \_\_\_\_\_ Yr: \_\_\_\_\_ Value: \_\_\_\_\_ Payoff balance: \_\_\_\_\_ Int Rate \_\_\_\_\_ Mo.s Left \_\_\_\_\_

Vehicle 2- Make: \_\_\_\_\_ Yr: \_\_\_\_\_ Value: \_\_\_\_\_ Payoff balance: \_\_\_\_\_ Int Rate \_\_\_\_\_ Mo.s Left \_\_\_\_\_

Vehicle 3- Make: \_\_\_\_\_ Yr: \_\_\_\_\_ Value: \_\_\_\_\_ Payoff balance: \_\_\_\_\_ Int Rate \_\_\_\_\_ Mo.s Left \_\_\_\_\_

Household goods: \_\_\_\_\_

Jewelry: \_\_\_\_\_

Tools of the Trade: \_\_\_\_\_

Clothing: \_\_\_\_\_

Whole Life Ins.: \_\_\_\_\_

Firearms: \_\_\_\_\_

Collectibles/Antiques: \_\_\_\_\_

Electronics: \_\_\_\_\_

Checking Account: Name of Bank: \_\_\_\_\_ Amount: \_\_\_\_\_

Savings Account: Name of Bank: \_\_\_\_\_ Amount: \_\_\_\_\_

401k / IRA: Name: \_\_\_\_\_ Amount: \_\_\_\_\_

Cash in pocket: \_\_\_\_\_

Money owed to you: \_\_\_\_\_

### MONTHLY EXPENSES

Rent/Mortgage	\$ _____
Real Estate Taxes	\$ _____
Property/Renter Insurance	\$ _____
Home Maintenance Repair and Upkeep	\$ _____
HOA or condominium dues	\$ _____
Electricity, heat, natural gas	\$ _____
Water, sewer, garbage	\$ _____
Phone, internet, and cable	\$ _____
Other Utilities:	\$ _____
Food and housekeeping supplies	\$ _____
Childcare/children's education costs	\$ _____
Clothing, laundry and dry cleaning	\$ _____
Medical and Dental Expenses	\$ _____
Transportation (gas, maintenance)	\$ _____
Entertainment	\$ _____
Charitable Contributions	\$ _____
Insurance:	
Life	\$ _____
Health	\$ _____
Vehicle	\$ _____
Other Insurance:	\$ _____
Taxes (not deducted from wages)	\$ _____
Car Installment or lease payment	\$ _____
Misc Expenses:	\$ _____
Monthly Credit Card Payments (total)	\$ _____

Do you anticipate a substantial change in your expenses in the immediate future? ( ) no ( ) yes

Have you been in a partnership/corporate officer during the last six years? ( ) no ( ) yes;

Name, dates of operation and yearly income: \_\_\_\_\_

Have you given away, sold or transferred any valuable item (over \$1,000) in the last year? \_\_\_\_\_

Will you be eligible for a tax refund this year? ( ) no ( ) yes; how much \_\_\_\_\_

Have you had a safe deposit box in the last two years? no yes

Are you holding valuable property that belongs to another person?  no  yes

Is any of your property in the hands of a receiver, trustee, or other liquidating agent?  no  yes

Are you suing anyone right now? If yes, please describe \_\_\_\_\_

Have you been involved in a workers' compensation or personal injury case? If yes, please explain \_\_\_\_\_

Have you had any repossessions in your past history?  no  yes; mo/year \_\_\_\_\_

Are you presently or have you had your wages garnished in the past 12 months? If so, please provide the creditor name, case number, and approximate amount garnished. \_\_\_\_\_

\_\_\_\_\_

Is there any thing else we should know to assist us in preparing your bankruptcy case?

\_\_\_\_\_

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