

**ALL DEBTORS MUST SUBMIT COPIES OF THE FOLLOWING ITEMS
AT THE MEETING OF CREDITORS:
(NOTE: NOT ALL OF THE ITEMS WILL APPLY TO EACH DEBTOR)
YOU SUBMIT COPIES TO THIS OFFICE BEFORE THE HEARING
SO THAT WE CAN PREPARE A PACKAGE FOR
THE TRUSTEE CAN KEEP FOR HIS FILE**

Proof of Real Property Value

Copies of any appraisals of the real estate completed within three years of the filing of the bankruptcy and the most recent estate tax bill you received.

Proof of Real Property Insurance and/or Car Insurance

Declaration page from insurance policy for all real property and/or cars owned

Proof of outstanding balanced on secured debt

Real estate mortgages – bring copy of recent statement, amortization schedule or mortgage foreclosure complaint

Car Loans - bring copy of recent statement

IRA accounts, stock accounts, mutual fund accounts, annuities, savings accounts, credit union accounts

Bring account statement that shows balance as of the date the bankruptcy petition was filed

Lawsuits Copies of complaints in any pending lawsuits in which you are the plaintiff

Listing agreement (If your real estate is listed for sale)

Pay stubs Copy of a recent pay stub that reflects your current income

Tax Returns Copy of the most recent federal tax return you filed

**IF YOU OPERATE YOU OWN BUSINESS, OR ARE SELF-EMPLOYED,
YOU MUST BRING THE FOLLOWING ADDITIONAL ITEMS:**

Copies of the last two federal tax returns you filed

Proof of payment of all federal, state and local employee withholding tax due through the present date.

Proof of payment of workman's compensation insurance premiums due through the present date.

Proof of payment of sales tax due through the present date.

IMPORTANT: Plan Payments MUST be made by CERTIFIED CHECK OF MONEY ORDER