<u>INFORMATION REQUIRED PRIOR TO FILING</u>

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1. All Bills (including most recent Mortgage & Auto Loan/Lease statements)
2. Federal 1040 U.S. Income Tax Returns with W-2's &1099's (for 2013 & 2014)
3. Paystubs from each Job for both H & W (each one received for last <u>six (6)</u> months)
4. Checking & Savings Accounts (most recent statement for each account)
5. CD's & Mutual Fund Accounts (most recent statement for each account)
6. IRA, 401(k), & 403(b) Accounts (most recent statement for each account)
7. Pension & Profit-Sharing Plans (most recent statement for each account)
8. Life Insurance Policies (most recent statement with cash surrender value for each policy)
9. Annuities (most recent statement for each account)
10. Stocks (copy of each stock certificate)
11. Brokerage Accounts (most recent statement for each account)
12. Government or Corporate Bonds (copies of each bond)
13. Cars, Trucks & Motorcycles (memorandum or actual title to each owned, or copy of lease)
14. Mobile Homes & Trailers (title to each)
15. Boats & Any Other Vehicles (title to each)

<u>ALSO</u>: (A) Must Complete & Furnish Evidence of Pre-Filing Credit Counseling Program within 180 Days Prior to Filing (Fax/Email Certificate to Office)

(B) Complete Monthly Expense Information Sheet Prior to Contacting Credit Counseling Program, and Bring the Expense Sheet to Office

(C) Schedule an APPOINTMENT to SIGN your Bankruptcy Petition <u>after</u> completing the Credit Counseling Course, and Bring ALL Missing Documents Listed Above to Office