

**DEBTOR CHECKLIST**

\* The following document and items must be completed before we can file your bankruptcy.

- \_\_\_\_\_ Signed Fee Agreement.
- \_\_\_\_\_ **Completed** worksheets.
- \_\_\_\_\_ 6 months worth of pay stubs or proof of income from all sources.
- \_\_\_\_\_ Bank statements for all OPEN accounts for the last 90 days.
- \_\_\_\_\_ Titles, registrations or lender information for all vehicles. Also please do a Kelly Blue Book on each vehicle. Go to [www.kbb.com](http://www.kbb.com)
- \_\_\_\_\_ Divorce Decrees and Child Support Orders if applicable.
- \_\_\_\_\_ Tax returns for the previous 2 years (2006 and 2007)
- \_\_\_\_\_ Any documents pertaining a lawsuit in the last year.
- \_\_\_\_\_ Any documents pertaining a garnishment, tax levy or repossession within the last year.
- \_\_\_\_\_ **Certificate of Credit Counseling.**
- \_\_\_\_\_ A statement regarding your life insurance policy, 401K or any retirement plan.
- \_\_\_\_\_ If you own a home, please go to [www.zillow.com](http://www.zillow.com) and print out the fair market value for the property.

\_\_\_\_\_  
Debtor

Date: \_\_\_\_\_

\_\_\_\_\_  
Debtor

## BANKRUPTCY INTAKE FORM

### **WILSON-GOODMAN & FONG, P.C.**

538 S. Gilbert Road, Ste. 101

Gilbert, Arizona 85296

(480) 503-9217

(480) 503-9219 fax

Thank you for selecting WILSON-GOODMAN & FONG, P.C. to handle your bankruptcy. We will do everything possible to process your case smoothly and efficiently, and to protect your interests at all times. To do so, we will need your complete and continued cooperation.

The first step will be gathering the necessary information. This questionnaire and its attachments must be completely and accurately filled out and returned to our office before your case may be filed.

We know this questionnaire is long. However, the forms filed with the Court are long and complex for even the simplest cases. Also, please remember that bankruptcy is a very technical area of law. A discharge can be granted only once in eight years. All the information I am requesting is to help me to get the best results for you. Complete EVERY question on all of the pages. If the question does not apply, write "N/A". If you need additional room for the answers, turn the page over and put the information on the back together with the question number.

Your case is being prepared based on the information you provide our firm within this questionnaire. If this information is not accurate, your case may be seriously jeopardized. The Court also requires that you update any significant changes, including change of address, and any sale or transfer of nonexempt assets. Failure to report information accurately in your case may be a Federal crime or lead to severe penalties including denial or dismissal of your case.

If you have any questions or do not understand a question, please call us and we will assist you.

Once you complete the questionnaire, please call the office to arrange a time to meet with the paralegal to review your answers and to further assist you in preparing your bankruptcy documents. Once you return the questionnaire it typically takes 5-7 business days to have your case ready for your signatures. **If your case needs special handling due to wage garnishment, a foreclosure or other creditor action, please let us know and we will expedite your filing to protect your interests.**

Once again, we appreciate the opportunity to serve you.

*WILSON-GOODMAN & FONG, P.C.*

## BANKRUPTCY INTAKE FORM

### **BANKRUPTCY DISCLOSURE** (Effective 10/2005)

#### **NOTICE TO INDIVIDUAL CONSUMER DEBTORS UNDER § 342(b) OF THE BANKRUPTCY CODE**

In accordance with § 342(b) of the Bankruptcy Code, this notice: (1) Describes briefly the services available from credit counseling services; (2) Describes briefly the purposes, benefits and costs of the four types of bankruptcy proceedings you may commence; and (3) Informs you about bankruptcy crimes and notifies you that the Attorney General may examine all information you supply in connection with a bankruptcy case. You are cautioned that bankruptcy law is complicated and not easily described. Thus, you may wish to seek the advice of an attorney to learn of your rights and responsibilities should you decide to file a petition. Court employees cannot give you legal advice.

If you decide to seek bankruptcy relief you can represent yourself, you can hire an attorney to represent you, or you can get help in some localities from a bankruptcy petition preparer who is not an attorney. **THE LAW REQUIRES AN ATTORNEY OR BANKRUPTCY PETITION PREPARER TO GIVE YOU A WRITTEN CONTRACT SPECIFYING WHAT THE ATTORNEY OR BANKRUPTCY PETITION PREPARER WILL DO FOR YOU AND HOW MUCH IT WILL COST.** Ask to see the contract before you hire anyone.

The following information helps you understand what must be done in a routine bankruptcy case to help you evaluate how much service you need. Although bankruptcy can be complex, many cases are routine.

Before filing a bankruptcy case, either you or your attorney should analyze your eligibility for different forms of debt relief available under the Bankruptcy Code and which form of relief is most likely to be beneficial for you. Be sure you understand the relief you can obtain and its limitations. To file a bankruptcy case, documents called a Petition, Schedules and Statement of Financial Affairs, as well as in some cases a Statement of Intention need to be prepared correctly and filed with the bankruptcy court. You will have to pay a filing fee to the bankruptcy court.

Your bankruptcy case may also involve litigation. You are generally permitted to represent yourself in litigation in bankruptcy court, but only attorneys, not bankruptcy petition preparers, can give you legal advice.

## BANKRUPTCY INTAKE FORM

### 1. Services Available from Credit Counseling Agencies

With limited exceptions, § 109(h) of the Bankruptcy Code requires that all individual debtors who file for bankruptcy relief on or after October 17, 2005, receive a briefing that outlines the available opportunities for credit counseling and provides assistance in performing a budget analysis. The briefing must be given within 180 days **before** the bankruptcy filing. This may take place by telephone or via the Internet.

In addition, after filing a bankruptcy case, an individual debtor generally must complete a financial management instructional course before he or she can receive a discharge.

### 2. The Four Chapters of the Bankruptcy Code Available to Individual Consumer Debtors

#### Chapter 7: Liquidation (Total fee \$299.00)

1. Designed for consumer debts.
2. Debts are subject to a “means test” to determine whether the case should proceed under Chapter 7.
3. You may claim certain of your property as exempt under governing law.
4. Purpose is to obtain a discharge of your existing debts. If you are found to have committed certain kinds of improper conduct described in the Bankruptcy Code, the court may deny your discharge and, if it does, the purpose for which you filed the bankruptcy petition will be defeated. Some debts are not discharged. (taxes, student loans, domestic support and property settlement obligations, fines, penalties, forfeitures and criminal restitution obligations, debts not listed on your petition, debts for death or personal injury caused by operating a vehicle under the influence of alcohol or drugs)
5. Once your case starts, you will have to attend the required first meeting of creditors where you may be questioned by a court official called a ‘trustee’ and by creditors.

#### Chapter 13: Repayment of all or part of the debts of an individual with regular income (Total fee \$274.00)

1. Pay all or part of debts in installments over a period of time.
2. Must file with the court a plan to repay your creditors, using your future earnings. Period allowed is three or five years, depending upon your income and other factors. Court must approve your plan before it can take effect.
3. After completing the payments under your plan, your debts are generally discharged except for those non-dischargeable debts listed above.

## BANKRUPTCY INTAKE FORM

Chapter 11: Reorganization (\$1000 filing fee, \$39 administrative fee: Total fee \$1039)

Designed for reorganization of a business but is also available to consumer debtors.

Chapter 12: Family Farmer or Fisherman (\$200 filing fee, \$39 administrative fee: Total fee \$239)

Designed to permit family farmers and fisherman to repay their debts over a period of time from future earnings. Similar to Chapter 13.

### 3. Bankruptcy Crimes and Availability of Bankruptcy Papers to Law Enforcement Officials

A person who knowingly and fraudulently conceals assets or makes a false oath or statement under penalty of perjury, either orally or in writing, in connection with a bankruptcy case is subject to a fine, imprisonment, or both. All information supplied by a debtor in connection with a bankruptcy case is subject to examination by the Attorney General acting through the Office of the United States Trustee, the Office of the United States Attorney, and other components and employees of the Department of Justice.

**WARNING:** § 521(a)(1) of the Bankruptcy Code requires that you promptly file information regarding your creditors, assets, liabilities, income, expenses and general financial condition. Your bankruptcy case may be dismissed if this information is not filed with the court within the time deadlines set by the Bankruptcy Code, the Bankruptcy Rules, and the local rules of the court.

### **CERTIFICATE OF BANKRUPTCY ATTORNEY**

I, \_\_\_\_\_, hereby certify that I delivered to the debtor this notice required by § 342(b) of the Bankruptcy Code. This office practices bankruptcy law, and identifies itself as a Debt Relief Agency.

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Attorney at Law

WILSON-GOODMAN & FONG, P.C.  
538 S. Gilbert Rd., Ste. 101  
Gilbert, Arizona 85296  
(480) 503-9217  
Fax (480) 503-9219

BANKRUPTCY INTAKE FORM

**CERTIFICATE OF THE DEBTOR**

I (We), the debtor(s), affirm that I (we) have received and read this notice.

\_\_\_\_\_  
Printed Name of Debtor

X \_\_\_\_\_  
Signature of Debtor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Debtor

X \_\_\_\_\_  
Signature of Debtor

\_\_\_\_\_  
Date



## Part C. Prior/Pending Bankruptcy Cases

Has a bankruptcy case been filed by you or against you in the last 8 years?  No  Yes

If yes, in which district of which state was the case filed? \_\_\_\_\_

Case Number: \_\_\_\_\_ Date filed: \_\_\_\_\_

Are there currently any bankruptcy cases pending against you, your business, your spouse, or your spouse's business?  No  Yes

If yes, name of debtor: \_\_\_\_\_ Relationship to you: \_\_\_\_\_

Case Number: \_\_\_\_\_ Date filed: \_\_\_\_\_ Judge: \_\_\_\_\_

In which district of which state was the case filed? \_\_\_\_\_

## Exhibit "C" to the Voluntary Petition

Do you own or have possession of any property that poses or is alleged to pose a threat of imminent and identifiable harm to public health or safety?  No  Yes (If yes, please attach a list and description of the property.)

## Debtors Who Reside as Tenants of Residential Property

If you rent your home, does a landlord hold a judgment against you?  No  Yes

If yes, please provide the name and address of the landlord:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## Section 2 Property

### Part A. Real Estate (Schedule A)

List all real estate which you own or are a joint owner of, even if you still owe money on the property.

Address and description of property	Owned by Husband, Wife, Joint or Community	Value	Your % ownership, or \$ amount, if you and spouse are not sole owners	List all mortgages, home equity loans, and liens:  What is the \$ value of the loan, lien or mortgage? What is your monthly payment? How many payments are left?	Who issued the loan or mortgage? (Address of Issuer)

## Part B. Personal Property (Schedule B)

For each type of property listed below, indicate whether you own any property of that category, and, if you do, fill in the remaining information. You can think of the value as the replacement value. For property acquired for personal or family use, replacement value is the price a retail merchant would charge for a property of that kind, considering the age and condition of that property.

Type of Property	Yes/ No	Description & Location	Husband, Wife, Joint, Community	Value	
1. Cash on hand					
2. Checking/Savings Account, Certificates of deposit, other bank accounts					
3. Security deposits held by utility companies, landlord					
4. Household goods, furniture, including audio, video, and computer equipment					
5. Books, pictures, art objects, records, compact discs, collectibles					
6. Clothing					
7. Furs and jewelry					

Type of Property	Yes/ No	Description & Location	Husband, Wife, Joint, Community	Value	
8. Sports, photographic, hobby equipment, firearms					
9. Interest in insurance policies-specify refund or cancellation value					
10. Annuities					
11. Interests in an education IRA, as defined in 26 USC § 530(b)(1)					
12. Interests in pension or profit sharing plans					
13. Stock and interests in incorporated/unincorporated business					
14. Interests in partnerships/joint ventures					
15. Bonds					
16. Accounts receivable					
17. Alimony/family support to which you are entitled					
18. Other liquidated debts owed to you, including tax refunds					
19. Equitable or future interests or life estates					
20. Interests in estate of decedent or life insurance plan or trust					
21. Other contingent/unliquidated claims, including tax refunds, counterclaims					

Type of Property	Yes/ No	Description & Location	Husband, Wife, Joint, Community	Value	
22. Patents, copyrights, other intellectual property					
23. Licenses, franchises					
24. Customer List or other compilation					
25. Automobiles, trucks, trailers, and accessories.					
26. Boats, motors, and accessories					
27. Aircraft and accessories					
28. Office equipment, supplies					
29. Machinery, fixtures etc. for business					
30. Inventory					
31. Animals					
32. Crops-growing or harvested					
33. Farming equipment and implements					
34. Farm supplies, chemicals, feed					

Type of Property	Yes/ No	Description & Location	Husband, Wife, Joint, Community	Value	
35. Other personal property of any kind not listed.					

## Section 3 Debts

List below all debts that you owe, or that creditors claim that you owe.

Type of Debt	1. Creditor Name and Address 2. Account Number, if any 3. Date/range of dates when debt was incurred 4. Contact person's name and address, if different	Amount owed	Name and address of codebtor, if any What is debt for? Is debt secured by any property? (If so, please list monthly payment and number of months left.)	Do you dispute the debt?	Sc D, F?
Home loans/ mortgages					
Car loans					
Other bank loans					
Personal loans					
Student loans					
Major credit card debts (Visa, Am Ex, Mastercard, Discover) - <i>continue on next page, if necessary</i>					

Type of Debt	1. Creditor Name and Address 2. Account Number, if any 3. Date/range of dates when debt was incurred 4. Contact person's name and address, if different	Amount owed	Name and address of codebtor, if any What is debt for? Is debt secured by any property? (If so, please list monthly payment and number of months left.)	Do you dispute the debt?	Sc D, F?
Unpaid credit cards, (Visa, Am Ex, Mastercard, Discover) <b>continued</b>					

Type of Debt	1. Creditor Name and Address 2. Account Number, if any 3. Date/range of dates when debt was incurred 4. Contact person's name and address, if different	Amount owed	Name and address of codebtor, if any What is debt for? Is debt secured by any property? (If so, please list monthly payment and number of months left.)	Do you dispute the debt?
Department store credit card debts				
Other credit card debts (Gas cards, phone cards, etc.)				
Cash Advances (from credit cards)				
Unpaid medical bills				

Type of Debt	1. Creditor Name and Address 2. Account Number, if any 3. Date/range of dates when debt was incurred 4. Contact person's name and address, if different	Amount owed	Name and address of codebtor, if any What is debt for? Is debt secured by any property? (If so, please list monthly payment and number of months left.)	Do you dispute the debt?	Sc D, F?
Unpaid rent					
Unpaid taxes					
Unpaid alimony or child support					
Unpaid service fees					

	1. Creditor Name and Address			
All other unpaid debts/bills Type of Debt	2. Account Number, if any 3. Date/range of dates when debt was incurred 4. Contact person's name and address, if different	Amount owed	Name and address of codebtor, if any What is debt for? Is debt secured by any property? (If so, please list monthly payment and number of months left.)	Do you dispute the debt?

## Section 4 Unexpired Leases and Contracts (Schedule G)

List below any leases or contracts that are still current that you are a party to. Include residential, car and business leases, and service or business contracts.

Nature and Description of Contract	Name and Address of Other Party or Parties

## Section 5 Current Income

Marital Status:

- Married
- Single
- Divorced
- Separated
- Widowed

List all dependents of you and your spouse, their ages, and their relationship to you:		
Name	Age	Relationship

### Part A. Debtor's Income

1. What is your occupation? \_\_\_\_\_
2. Name and address of your employer:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
3. How long have you been employed there? \_\_\_\_\_
4. What is the gross amount of your paycheck, before taxes/other deductions are taken out? \$ \_\_\_\_\_
5. How often do you get paid?     once a week  
 every two weeks                     twice a month  
 once a month             other \_\_\_\_\_
6. Do you receive overtime pay outside of your salary? If so, how much per month? \$ \_\_\_\_\_
7. How much is taken out of each paycheck for taxes and social security? \$ \_\_\_\_\_
8. How much is taken out for insurance? \$ \_\_\_\_\_
9. How much for union dues? \$ \_\_\_\_\_
10. Are there other deductions? If so, what are they and how much? \_\_\_\_\_

Do you receive

- a) income from business operations outside of your regular paycheck listed above? If so, what is the business and how much do you receive per month?
- b) income from real estate property? If so, how much per month?     No     Yes \$ \_\_\_\_\_
- c) interest or dividends? If so, how much per month?  No     Yes \$ \_\_\_\_\_
- d) alimony or family support payments for your use or for the care of your dependents? If so, how much per month?     No     Yes \$ \_\_\_\_\_
- e) social security or other forms of monetary government assistance?  No     Yes \$ \_\_\_\_\_
- f) retirement or pension money?  No     Yes \$ \_\_\_\_\_

Do you have any other sources of income not listed?

Are you or your spouse expecting any increase or decrease in salary next year? If so, explain.

### Part B. Joint Debtor's Income

1. What is your spouse's occupation? \_\_\_\_\_
2. Name and address of your spouse's employer:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
3. How long employed there? \_\_\_\_\_
4. What is the gross amount of your spouse's paycheck, before taxes/other deductions? \$ \_\_\_\_\_
5. How often does your spouse get paid?     once a week  
 every two weeks                     twice a month      
 once a month     other \_\_\_\_\_
6. Does your spouse receive overtime pay outside of your salary? How much per month? \$ \_\_\_\_\_
7. How much is taken out of each paycheck for taxes and social security? \$ \_\_\_\_\_
8. How much is taken out for insurance? \$ \_\_\_\_\_
9. How much for union dues? \$ \_\_\_\_\_
10. Are there other deductions? If so, what are they and how much? \_\_\_\_\_

Does your spouse receive

- a) income from business operations outside of the regular paycheck listed above? If so, what is the business and how much does your spouse receive per month?
- b) income from real estate property? If so, how much per month?     No     Yes \$ \_\_\_\_\_
- c) interest or dividends? If so, how much per month?  No     Yes \$ \_\_\_\_\_
- d) alimony or family support payments for spouse's use or for care of dependents? If so, how much per month?  No     Yes \$ \_\_\_\_\_
- e) social security or other forms of monetary government assistance?  No     Yes \$ \_\_\_\_\_
- f) retirement or pension money?  No     Yes \$ \_\_\_\_\_

Does your spouse have any other income not listed?

## Section 5A Current Monthly Income

Fill in your monthly income for the categories below in the column labeled "Month 1." If your income for one of the below categories varies from month to month, complete the below chart by entering in your income for all six months.

	Month 1 (last month) ____/____	Month 2 (2 months ago) ____/____	Month 3 ____/____	Month 4 ____/____	Month 5 ____/____	Month 6 ____/____
Gross wages, salary, tips, bonuses, overtime, commissions.						
Income from operation of business: a. Gross Income - b. Expenses = c. Net Income.						
Rent and other real property income: a. Gross Income - b. Expenses = c. Net Income.						
Interest, dividends, and royalties.						
Pension and retirement income ( <i>NOT Social Security</i> ).						
Regular contributions from others to the household expenses, including child support.						
Unemployment Compensation.						
Social Security income.						
Other sources not already mentioned. Specify:						

## Section 6 Current Expenses

Do you and your spouse maintain separate households?  No  Yes. If so, fill one page out for your household and another for your spouse's.

The following questions ask for your expenses each month. If you are unsure of the amount you pay each month, but know the amount for a different period (per week, per day, every 2 months, etc.), write in the amount and the frequency that you pay the amount.

**Indicate how much you pay for each item each month...**

- |  |          |
|--|----------|
| 1. your rent or your home mortgage   | \$ _____ |
| Does that amount include real estate taxes? <input type="checkbox"/> No <input type="checkbox"/> Yes |          |
| Does it include property insurance? <input type="checkbox"/> No <input type="checkbox"/> Yes         |          |
| 2. electricity and heating   | \$ _____ |
| 3. water and sewage  | \$ _____ |
| 4. telephone service/long distance   | \$ _____ |
| 5. Do you have any other utility bills? If so, what, and how much per month?                         |          |
| _____  | \$ _____ |
| _____  | \$ _____ |
| _____  | \$ _____ |
| 6. home maintenance, including repairs and general upkeep  | \$ _____ |
| 7. food  | \$ _____ |
| 8. clothing  | \$ _____ |
| 9. laundry and dry cleaning  | \$ _____ |
| 10. medical and dental expenses  | \$ _____ |
| 11. transportation (not including car payments)  | \$ _____ |
| 12. entertainment, recreation, newspapers, magazines   | \$ _____ |
| 13. charitable contributions   | \$ _____ |
| 14. insurance not deducted from paycheck   |          |
| a) homeowner's or renter's insurance   | \$ _____ |
| b) life insurance  | \$ _____ |
| c) health insurance  | \$ _____ |
| d) auto insurance  | \$ _____ |
| e) other insurance _____   | \$ _____ |
| 15. taxes not deducted from paycheck   | \$ _____ |
| 16. installment payments for car, furniture, etc. (Specify)  |          |
| _____  | \$ _____ |
| _____  | \$ _____ |
| _____  | \$ _____ |
| 17. alimony, maintenance, support paid to others   | \$ _____ |
| 18. payments for support of dependents not living at home  | \$ _____ |
| 19. expenses from operation of business  | \$ _____ |
| <b>Additional Expenses (707(b) Expenses)</b>   |          |
| 20. mandatory payroll deductions not already listed _____  | \$ _____ |
| _____  | \$ _____ |
| 21. court ordered payments not already listed _____  | \$ _____ |
| _____  | \$ _____ |

- |   |          |
|---|----------|
| _____   | \$ _____ |
| 22. education necessary to maintain employment                                    | \$ _____ |
| 23. education for a physically or mentally challenged child                       | \$ _____ |
| 24. childcare   | \$ _____ |
| 25. disability insurance (if not listed on line 14)                               | \$ _____ |
| 26. health savings accounts   | \$ _____ |
| 27. care for elderly, chronically ill, or disabled family members                 | \$ _____ |
| 28. protection from family violence   | \$ _____ |
| 29. education expense for your children under 18                                  | \$ _____ |
| 30. non-mandatory contributions to retirement accounts (including loan repayment) | \$ _____ |
| _____   | \$ _____ |
| _____   | \$ _____ |
| 31. other expenses not listed above _____   | \$ _____ |
| _____   | \$ _____ |
| _____   | \$ _____ |
| _____   | \$ _____ |

## Section 7 Statement of Financial Affairs

If you are filing jointly with your spouse, include information about both you and your spouse. If you are filing under chapter 12 or 13, and you are married and not separated, you must provide information about your spouse even if you are not filing jointly.

If you have no information to report for a question, check the "NONE" box.

### 1. Income from employment or operation of business

State your gross income from employment or operation of a business: If you have not received an income from employment during the **two years** immediately preceding this calendar year, check this box:

NONE

Period	\$ Amount	Source	Husband/Wife
--------	-----------	--------	--------------

January 1 of this year through  
date of commencement of case

Last year, (January 1 - December 31)

The year before last,  
(January 1 - December 31)

### 2. Income other than from employment or operation of business

State the amount of income received other than from employment or operation of business during the **two years** immediately preceding the commencement of this case:

NONE

Period	\$ Amount	Source	Husband/Wife
--------	-----------	--------	--------------

During the last year

Year before last

### 3. Payments to creditors

- a. *If your debts are primarily consumer debts*, list all payments on loans, installment purchases of goods or services, and other debts, aggregating more than \$600 to any creditor made within **90 days** immediately preceding the commencement of this case. Indicate with an asterisk (\*) any payments that were made on account of a domestic support obligation, or that were made as part of an alternative repayment plan.

NONE

Name and Address of Creditor	Dates of Payments	Amount paid	Amount still owed
------------------------------	-------------------	-------------	-------------------

b. If your debts are **not** primarily consumer debts, list each payment or other transfer, aggregating more than \$5,000 to any creditor made within **90 days** immediately preceding the commencement of this case.

NONE

Name and Address of Creditor      Dates of Payments      Amount paid      Amount still owed

c. *All debtors.* List all payments made within **one year** immediately preceding the commencement of this case to or for the benefit of creditors who are or were "insiders". ("Insiders" include your relatives, your business partners and their relatives, your corporations, or your affiliates.)

NONE

Name and Address of Creditor and Relationship to You      Dates of Payments      Amount Paid      Amount Still Owed

4. Suits, executions, garnishments and attachments

a. List all suits and administrative proceedings to which you are or were a party within **one year** preceding the filing of this case.

NONE

Caption of Suit and Case Number      Nature of Proceeding      Court or Agency and Location      Status or Disposition

b. Describe all property that has been garnished, seized, or attached under any legal or equitable process within **one year** immediately preceding the commencement of this case.

NONE

Name and Address of Person/Company for Whom the Property Was Seized (Creditor)      Date of Seizure      Description and Value of Property

5. Repossessions, foreclosures, and returns

List all property that has been repossessed by a creditor, sold at a foreclosure sale, transferred through a deed in lieu of foreclosure, or returned to the seller, within **one year** immediately preceding the commencement of this case.

NONE

Name and Address of Creditor	Date of Repossession, Foreclosure, Transfer or Return	Description and Value of Property
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6. Assignments and receiverships

a. Describe any assignment of property for the benefit of creditors made within **120 days** immediately preceding the commencement of this case.

NONE

Name and Address of Assignee	Date of Assignment	Terms of Assignment/Settlement
------------------------------	--------------------	--------------------------------

b. List all property which has been in the hands of a custodian, receiver, or court-appointed official within one year immediately preceding the commencement of this case.

NONE

Name and Address of Custodian	Name and location of Court, Case Title and Number	Date of Order	Description and Value of Property
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7. Gifts

List all gifts or charitable contributions made within **one year** immediately preceding the commencement of this case except ordinary and usual gifts to family members aggregating less than \$200 in value per individual family member and charitable contributions aggregating less than \$100 per recipient.

NONE

Name and Address of Recipient	Relationship to You, if Any	Date of Gift	Description and Value of Gift
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8. Losses

List all losses from fire, theft, gambling or other casualty within **one year** immediately preceding the commencement of this case **or since the commencement of this case**.

NONE

Description and Value of Property	Description of Circumstances and Amount Covered by Insurance, if Any	Date of Loss
_____	_____	_____

9. Payments related to debt counseling or bankruptcy

List all payments made or property transferred by or on behalf of the debtor to any persons, including attorneys, for consultation concerning debt consultation, relief under the bankruptcy law or preparation of the petition in bankruptcy within **one year** immediately preceding the commencement of the case.

NONE

Name and Address of Payee	Date of Payment	Name of Person Who Paid, if Not You	Amount of Money/ Description and Value of Property
_____	_____	_____	_____

10. Other transfers (including sale of your property)

a. List all other property, other than property transferred in your ordinary course of business or financial affairs, transferred either absolutely or as a security within **two years** immediately preceding the commencement of this case.

NONE

Name and Address of Transferee and Relationship to you	Date of Transfer	Description of Property Transferred and Value Received
_____	_____	_____

b. List all property you transferred within **10 years** immediately preceding the commencement of this case to a self-settled trust, or a similar device of which you are the beneficiary.

NONE

Name of Trust or Similar Device	Date of Transfer	Amount of Money or Description and Value of Property or Interest
_____	_____	_____

11. Closed financial accounts

List all financial accounts and instruments held in your name or for your benefit which were closed, sold, or otherwise transferred within **one year** immediately preceding the commencement of this case.

NONE

Name and Address of Institution	Type and Number of Account & Final Balance	Amount and Date of Sale or Closing
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12. Safe deposit boxes

List each safe deposit or other box or depository in which you have or have had securities, cash, or other valuables within **one year** immediately preceding commencement of this case.

NONE

Name and Address of Bank or Other Depository	Name and Address of Those With Access to Box or Depository	Description of Contents	Date of Transfer, if Any
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13. Setoffs

List all setoffs made by any creditor, including a bank, against a debt or deposit of yours within **90 days** preceding the commencement of this case.

NONE

Name and Address of Creditor	Date of Setoff	Amount of Setoff
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14. Property held for another person

List all property that you hold or control that is owned by another person.

NONE

Name and Address of Owner	Description and Value of Property	Location of Property
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15. Prior address of debtor

If you have moved within the **three years** immediately preceding the commencement of this case, list all residences during the last three years, excluding your present address.

NONE

Address	Your Name at the Time	Dates of Occupancy
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16. Spouses and Former Spouses

If you reside or resided in a community property state, commonwealth, or territory (including Alaska, Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Puerto Rico, Texas, Washington, or Wisconsin) within the **eight-year period** immediately preceding the commencement of the case, identify the name of your spouse and of any former spouse who resides or resided with you in the community property state.

NONE

Name \_\_\_\_\_

17. Environmental Information.

For the purpose of this question, the following definitions apply:

"Environmental Law" means any federal, state, or local statute or regulation regulating pollution, contamination, releases of hazardous or toxic substances, wastes or material into the air, land, soil, surface water, groundwater, or other medium, including, but not limited to, statutes or regulations regulating the cleanup of these substances, wastes, or material.

"Site" means any location, facility, or property as defined under any Environmental Law, whether or not presently or formerly owned or operated by the debtor, including, but not limited to, disposal sites.

"Hazardous Material" means anything defined as a hazardous waste, hazardous substance, toxic substance, hazardous material, pollutant, or contaminant or similar term under an Environmental Law

a. List the name and address of every site for which you received notice in writing by a governmental unit that it may be liable or potentially liable under or in violation of an Environmental Law. Indicate the governmental unit, the date of the notice, and, if known, the Environmental Law:

NONE

Site Name and Address	Name and Address of Governmental Unit	Date of Notice	Environmental Law
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b. List the name and address of every site for which you provided notice to a governmental unit of a release of Hazardous Material. Indicate the governmental unit to which the notice was sent and the date of the notice.

NONE

Site Name and Address	Name and Address of Governmental Unit	Date of Notice	Environmental Law
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c. List all judicial or administrative proceedings, including settlements or orders, under any Environmental Law with respect to which you are or were a party. Indicate the name and address of the governmental unit that is or was a party to the proceeding, and the docket number.

NONE

Name and Address of Governmental Unit	Docket Number	Status or Disposition
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18 . Nature, location and name of business

a. If the debtor is an individual, list the names, addresses, taxpayer identification numbers, nature of the businesses, and beginning and ending dates of all businesses in which the debtor was an officer, director, partner, or managing executive of a corporation, partnership, sole proprietorship, or was a self-employed professional within the **six years** immediately preceding the commencement of this case, or in which the debtor owned 5 percent or more of the voting or equity securities within the **six years** immediately preceding the commencement of this case.

If the debtor is a partnership, list the names, addresses, taxpayer identification numbers, nature of the businesses, and beginning and ending dates of all businesses in which the debtor was a partner or owned 5 percent or more of the voting or equity securities, within the **six years** immediately preceding the commencement of this case.

If the debtor is a corporation, list the names, addresses, taxpayer identification numbers, nature of the businesses, and beginning and ending dates of all businesses in which the debtor was a partner or owned 5 percent or more of the voting or equity securities within the **six years** immediately preceding the commencement of this case.

NONE

Name	Taxpayer I.D. Number(EIN)	Address	Nature of Business	Beginning and End Dates of Operation
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b. Identify any business listed in response to subdivision a., above, that is "single asset real estate" as defined in 11 U.S.C. § 101.

NONE

Name	Address
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**The following questions, #19-25, are only to be answered if you are a corporation or partnership or if you have been, in the six years immediately preceding this case, an officer, director, managing executive, or owner of more than 5% of the voting securities of the corporation; a partner, other than a limited partner, of a partnership; a sole proprietor, or otherwise self-employed.**

19. Books, records, and financial statements

- a. List all bookkeepers and accountants who, within the **two years** immediately preceding the filing of this bankruptcy case, kept or supervised the keeping of books of account and records.

NONE

Name and Address \_\_\_\_\_ Dates Services Rendered \_\_\_\_\_

- b. List all firms or individuals who, within the **two years** immediately preceding the filing of this bankruptcy case, have audited the books of account and records, or prepared a financial statement of the debtor.

NONE

Name \_\_\_\_\_ Address \_\_\_\_\_ Dates Services Rendered \_\_\_\_\_

- c. List all firms or individuals who, at the time of the commencement of this case, were in possession of your books of account and records. If the records are not available, explain.

NONE

Name and Address \_\_\_\_\_ Comments \_\_\_\_\_

- d. List all financial institutions, creditors and other parties, including mercantile and trade agencies, to whom a financial statement was issued by the debtor within **two years** immediately preceding the commencement of this case.

NONE

Name and Address \_\_\_\_\_ Date Issued \_\_\_\_\_

20. Inventories

- a. List the dates of the last two inventories taken of your property, the name of the person who supervised the taking of each inventory, and the dollar amount and basis of each inventory.

NONE

Date of Inventory	Inventory Supervisor	Dollar Amount of Inventory (specify cost, market, or other basis)
_____	_____	_____

- b. List the name and address of the person possessing the records of each of the two inventories reported in a.) above.

NONE

Date of Inventory	Name and Address of Custodian of Inventory Records
_____	_____

21. Current partners, officers, directors, and shareholders

- a. If your business is a partnership, list the nature and percentage of partnership interest of each member of the partnership.

NONE

Name and Address	Nature of Interest	Percentage of Interest
_____	_____	_____

- b. If your business is a corporation, list all officers and directors of the corporation, and each stockholder who directly or indirectly owns, controls, or holds 5 % or more of the voting securities of the corporation.

NONE

Name and Address	Title	Nature and Percentage of Stock Ownership
_____	_____	_____

22. Former partners, officers, directors and shareholders

- a. If your business is a partnership, list each member who withdrew from the partnership within one year immediately preceding the commencement of this case.

NONE

Name and Address	Date of Withdrawal
_____	_____

- b. If your business is a corporation, list all officers or directors whose relationship with the corporation terminated within **one year** immediately preceding the commencement of this case.

NONE

Name and Address	Title	Date of Termination
_____	_____	_____

23. Withdrawals from a partnership or distributions by a corporation

If your business is a partnership or corporation, list all withdrawals or distributions credited or given to an insider, including compensation in any form, bonuses, loans, stock redemptions, options exercised and any other perquisite during one year immediately preceding the commencement of this case.

NONE

<u>Name and Address of Recipient, and Relationship to You</u>	<u>Date and Purpose of Withdrawal</u>	<u>Amount of Money or Description and Value of Property</u>
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24. Tax Consolidation Group.

If the debtor is a corporation, list the name and federal taxpayer identification number of the parent corporation of any consolidated group for tax purposes of which the debtor has been a member at any time within the **six-year period** immediately preceding the commencement of the case.

NONE

<u>Name of Parent Corporation</u>	<u>Taxpayer Identification Number</u>
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25. Pension Funds.

If the debtor is not an individual, list the name and federal taxpayer identification number of any pension fund to which the debtor, as an employer, has been responsible for contributing at any time within the **six-year period** immediately preceding the commencement of the case.

NONE

<u>Name of Pension Fund</u>	<u>Taxpayer Identification Number</u>
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## Approved Credit Counseling Agencies

### Arizona

#### AZ District of Arizona

##### Advantage Credit Counseling Service, Inc.

[www.advantageccs.org](http://www.advantageccs.org)

**Main Address:**

River Park Commons  
2403 Sidney Street Suite 400  
Pittsburgh, PA 15203  
888-511-2227

**Delivery Method:**

**Telephone:** 866-430-2227

##### Allen Credit and Debt Counseling Agency

[www.acdcas.com](http://www.acdcas.com)

**Main Address:**

195 Brooks Street East  
Wessington, SD 57381  
888-415-8173

**Delivery Method:**

**Internet:** [www.acdcas.com](http://www.acdcas.com)

English and Spanish (Interpreter Only)

**Telephone:** 888-415-8173

English and Spanish (Interpreter Only)

##### Alliance Credit Counseling, Inc.

[www.knowdebt.org](http://www.knowdebt.org)

**Main Address:**

13777 Ballantyne Corporate Pl.  
Suite 100  
Charlotte, NC 28277  
888-594-9596

**Delivery Method:**

**Internet/Telephone:** [www.knowdebt.org](http://www.knowdebt.org) / 888-594-9596

**Black Hills Children's Ranch, Inc.**[www.pioneercredit.com](http://www.pioneercredit.com)**Main Address:**

1644 Concourse Drive  
Rapid City, SD 57703  
605-348-1608

**Delivery Method:**

<b>Internet:</b>	<a href="http://www.pioneercredit.com">www.pioneercredit.com</a>	English and Spanish
<b>Telephone:</b>	800-888-1596	English and Spanish
<b>Internet/Telephone:</b>	<a href="http://www.pioneercredit.com">www.pioneercredit.com</a> / 800-888-1596	English and Spanish

**Consumer Credit Counseling Service of Greater Atlanta, Inc.**[www.cccsinc.org](http://www.cccsinc.org)**Main Address:**

100 Edgewood Avenue, N.E.  
Suite 1800  
Atlanta, GA 30303  
866-672-2227

**Delivery Method:**

<b>Internet:</b>	<a href="http://www.cccsinc.org">www.cccsinc.org</a>	English and Spanish
<b>Telephone:</b>	866-672-2227	English and Spanish

**Consumer Credit Counseling Service of San Francisco**[www.cccssf.org](http://www.cccssf.org)**Main Address:**

595 Market Street  
15th Floor  
San Francisco, CA 94105  
800-777-7526

**Delivery Method:**

<b>Internet:</b>	<a href="http://www.cccssf.org">www.cccssf.org</a>	English and Spanish
<b>Telephone:</b>	800-777-7526	English and Spanish

**Consumer Credit Management, Inc.**[www.ccmcanhelp.com](http://www.ccmcanhelp.com)**Main Address:**

28124 Orchard Lake Road  
Suite 102  
Farmington Hills, MI 48334  
888-821-4357

**Delivery Method:**

**Internet:** ccmcanhelp.com

**Consumer Financial Education Foundation of America, Inc.**

[www.cfefa.org](http://www.cfefa.org)

**Main Address:**

205 North 20th Street  
Suite 600, Frank Nelson Building  
Birmingham, AL 35203  
205-321-2822

**Delivery Method:**

**Internet:** [www.cfefa.org](http://www.cfefa.org)  
**Telephone:** 1-866-684-8171  
**Internet/Telephone:** [www.cfefa.org](http://www.cfefa.org) / 1-866-684-8171

**Consumer Financial Solutions**

[www.cfsidaho.com](http://www.cfsidaho.com)

**Main Address:**

1090 N. Cole Road  
Boise, ID 83704  
208-375-8140

**Delivery Method:**

**Internet:** [www.consumerfinancialsolutions.com](http://www.consumerfinancialsolutions.com)  
**Telephone:** 888-455-0200

English and Spanish

**Credit Advisors Foundation**

[www.yourbankruptcypartner.com](http://www.yourbankruptcypartner.com)

**Main Address:**

1818 South 72nd Street  
Omaha, NE 68124  
800-942-9027

**Delivery Method:**

**Internet:** [www.yourbankruptcypartner.com](http://www.yourbankruptcypartner.com)  
**Telephone:** 800-625-7725

English and Spanish

**Credit Card Management Services, Inc.**

[www.debthelper.com](http://www.debthelper.com)

**Main Address:**

4611 Okeechobee Blvd., Suite 114  
West Palm Beach, FL 33417  
800-920-2262

**Delivery Method:**

<b>Internet:</b>	www.debthelper.com	English and Spanish
<b>Telephone:</b>	800-920-2262	English and Spanish
<b>Internet/Telephone:</b>	debthelper.com / 800-920-2262	English and Spanish

**Cricket Debt Counseling**

[www.cricketdebt.com](http://www.cricketdebt.com)

**Main Address:**

10121 S.E. Sunnyside Rd.  
Suite 300  
Clackamas, OR 97015  
866-719-0400

**Delivery Method:**

<b>Internet/Telephone:</b>	www.cricketdebt.com / 866-719-0400	English and Spanish
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**Debt Education and Certification Foundation**

[www.debt-foundation.org](http://www.debt-foundation.org)

**Main Address:**

112 Goliad Street  
Suite D  
Benbrook, TX 76126  
866-859-7323

**Delivery Method:**

<b>Internet:</b>	www.debt-foundation.org
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**Family Financial Education Foundation**

[www.ffef.org](http://www.ffef.org)

**Main Address:**

724 Front Street  
Suite 340  
Evanston, WY 82930  
307-789-2010

**Delivery Method:**

<b>Telephone:</b>	307-789-2010	English and Spanish
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**Garden State Consumer Credit Counseling, Inc.**[www.novadebt.org](http://www.novadebt.org)**Main Address:**

225 Willowbrook Road  
Freehold, NJ 07728  
732-409-6281

**Delivery Method:****Telephone:** 877-892-4557**Internet/Telephone:** [www.novadebt.org](http://www.novadebt.org) / 800-992-4557

English and Spanish

**Granite Lake Educational Resources**[www.backtogo.org](http://www.backtogo.org)**Main Address:**

111 West Cataldo  
Suite 200  
Spokane, WA 99201  
509-325-2511

**Delivery Method:****Telephone:** 866-366-0599**Internet/Telephone:** [www.backtogo.com](http://www.backtogo.com) / 509-325-2511

English and Spanish

English and Spanish

**GreenPath, Inc.**[www.greenpathbk.com](http://www.greenpathbk.com)**Main Address:**

38505 Country Club Drive, Suite 210  
Farmington Hills, MI 48331-3429  
800-630-6718

**Delivery Method:****Telephone:** 800-630-6718**Internet/Telephone:** [www.greenpathBK.com](http://www.greenpathBK.com) / 800-630-6718

English and Spanish (Interpreter Only)

**In Person:**

GreenPath, Inc.  
401 W. Baseline Suite 206  
Tempe, AZ 85283

English and Spanish (Interpreter Only)

**Hummingbird Credit Counseling and Education, Inc.**[www.hbcce.org](http://www.hbcce.org)**Main Address:**

3737 Glenwood Avenue  
Suite 100  
Raleigh, NC 27612

800-645-4959

**Delivery Method:**

**Internet/Telephone:** [www.hbcce.org](http://www.hbcce.org) / 800-645-4959

English and Spanish

**InCharge Education Foundation, Inc.**

[www.inchargefoundation.org](http://www.inchargefoundation.org)

**Main Address:**

2101 Park Center Drive  
Suite 310  
Orlando, FL 32835  
866-729-0049

**Delivery Method:**

**Internet/Telephone:** [www.personalfinanceeducation.com](http://www.personalfinanceeducation.com) / 1-866-729-0049

English and Spanish

**Institute for Financial Literacy, Inc.**

[www.financiallit.org](http://www.financiallit.org)

**Main Address:**

449 Forest Avenue  
Suite 12  
Portland, ME 04101  
207-879-0389

**Delivery Method:**

**Telephone:** 866-662-4932

**Momentive Consumer Credit Counseling Service, Inc.**

[www.momentive.org](http://www.momentive.org)

**Main Address:**

615 N. Alabama Street  
Suite 134  
Indianapolis, IN 46204-1477  
888-711-7227

**Delivery Method:**

**Internet:** [www.momentive.org](http://www.momentive.org)

**Telephone:** 888-711-7227

**Main Address:**

9009 West Loop South  
7th Floor  
Houston, TX 77096-1719  
888-845-5669

**Delivery Method:**

<b>Internet:</b>	<a href="http://www.moneymanagement.org">www.moneymanagement.org</a>	English and Spanish
<b>Telephone:</b>	888-845-5669	English and Spanish
<b>Internet/Telephone:</b>	<a href="http://www.moneymanagement.org">www.moneymanagement.org</a> / 888-845-5669	

**In Person:**

Consumer Credit Counseling Service of the Southwest  
10000 N. 31st Avenue Suite D-100  
Phoenix , AZ 85051

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English and Spanish

Consumer Credit Counseling Service of the Southwest  
1215 Gail Gardener Way Suite B  
Prescott , AZ 86305

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English and Spanish (Printed Materials Only)

Consumer Credit Counseling Service of the Southwest  
1234 S. Power Road Suite 100  
Mesa , AZ 85206

-

English and Spanish (Printed Materials Only)

Consumer Credit Counseling Service of the Southwest  
1717 E. Bell Road Suite 7  
Phoenix , AZ 85308

-

English and Spanish (Printed Materials Only)

Consumer Credit Counseling Service of the Southwest  
17235 N. 75th Avenue Suite C-125  
Glendale , AZ 85308

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English and Spanish

Consumer Credit Counseling Service of the Southwest  
2450 South Fourth Avenue Suite 500  
Yuma , AZ 85364

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English and Spanish

Consumer Credit Counseling Service of the Southwest  
2615 N. 4th Street Suite 2  
Flagstaff , AZ 86004

-

English and Spanish (Printed Materials Only)

Consumer Credit Counseling Service of the Southwest  
4732 N. Oracle Road Suite 217  
Tucson , AZ 85705

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English and Spanish

Consumer Credit Counseling Service of the Southwest  
5515 E. Grant Road Suite 211  
Tucson , AZ 85712

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English and Spanish

Consumer Credit Counseling Service of the Southwest  
722 E. Osborn Road Suite 200  
Phoenix , AZ 85014

-

English and Spanish (Printed Materials Only)

Consumer Credit Counseling Service of the Southwest  
950 West Elliot Road Suite 122  
Tempe , AZ 85284

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English and Spanish

**Pacific Rim Institute for Development & Education, Inc.**

**BKEdCert.Com**

**Main Address:**

6230 Wilshire Blvd.  
Suite 1763  
Los Angeles, CA 90048  
800-845-7171

**Delivery Method:**

**Internet/Telephone:** Bkedcert.com / 1-800-845-7171

**Springboard Nonprofit Consumer Credit Management, Inc.**

**www.bkhelp.org**

**Main Address:**

4351 Latham Street  
Riverside, CA 92501  
800-947-3752

**Delivery Method:**

**Telephone:** 800-947-3752  
**Internet/Telephone:** www.bkhelp.org / 888-425-3453

English and Spanish

**The Mesquite Group, Inc.**

**www.themesquitegroup.org**

**Main Address:**

713 Preston Place  
Grapevine, TX 76051  
817-769-4069

**Delivery Method:**

**Telephone:** 877-769-4069  
**Internet/Telephone:** www.themesquitegroup.org / 877-769-4069

**University of Missouri-Columbia Office for  
Financial Success**

**financialsuccess.missouri.edu/bankruptcy.htm**

**Main Address:**

61 Stanley Hall  
Columbia, MO 65211  
573-882-2173

**Delivery Method:**

**Internet:** www.missouri.edu/~cfewww/financial  
**Telephone:** 573-882-2173

