

**THE LAW OFFICES OF OLGA SUSLOVA, P.C.**

**DOCUMENTS NEEDED FOR CHAPTER 7 BANKRUPTCY**

Last two (2) years income tax returns with W-2 or 1099 attached

Lease or any other proof of current rent, utility, cable and phone bills

Pay stubs from work going back 120-180 days (also, note that future pay stubs must be collected)

1-2 pay stubs from your spouse (if not joined)

Other "advice of payment" per Code 521(a)(1)(b)(iv) (Such as unemployment, SSI, food stamps, disability, rentals, etc)

12 Months checking and savings account statements with the copies of the cancelled checks (also, you have to collect all future statements)

Car lease and/or financing information

Pay-off letter if car is financed

Title, Registration for the car and mileage, Vehicle photos

Educational loans

If proprietor of a business: corporate tax returns for the last 2-3 years; name of business and year established, partnership agreements and any other evidence of interests in business

Life, health, vehicle and other insurance policies

Lawsuits and judgments against the client

Lawsuits, judgments and other legal claims (such as personal injury, discrimination, etc.) filed by client along with the name, address and phone number of the attorney representing client

Evidence of money market funds, stock, annuities, etc.

Documents showing disability and/or incapacity (SSI letters, etc.)

Social Security Card (COPY) and photo ID.

If you own property: provide mortgage documents and the appraisal of the property to determine its current market value, closing statement with the HUD form from the purchase of the house

If you owned property within the last six (6) years and sold it: closing documents

If you own or if you owned property within the last six (6) years and refinanced it:  
closing statements from the refinancing

Notice of foreclosure, eviction notice

Written appraisal for valuable personal property (such as boat, diamonds, etc)

Information of any existing pension plans, IRA

Trust documents

Complete and accurate list of all personal assets, indicating their value (your best understanding of how much it would cost you to replace the item in the same or similar condition)

Marital property agreements or decrees for recent divorce

Notices of levy, garnishment, repossession

Will and pending probate papers where client will inherit

#### **EVIDENCE OF REGULAR EXPENSES**

Cancelled checks

Receipts

Last 12 months of credit card statements

All letters from collection agencies', attorney's and marshal's office

Last 1-2 bills for utilities, rent, insurance, cable tv, internet and telephone

Statements for installment purchases

Evidence of private school tuition and expenses

Proof of child support payments