



BANKRUPTCY CHECKLIST

Before we will accept your paperwork, you will need to provide us with copies of all of the following items. Please utilize this checklist prior to handing in your paperwork as your review will not be scheduled until all is received.

- ___ Copy of Driver's License (if you do not have a driver's license we can accept a state ID card or passport).
- ___ Copy of Social Security Card
- ___ Asset Protection Form Filled Out Entirely
- ___ Questionnaire Filled Out Completely
- ___ Copy of your Certificate of Completion from Debt Counseling Agency (Needs to be done within 180 days of filing bankruptcy)
- ___ Copy of Time Stamped Mortgage, Time Stamped Deeds or Rental Lease (We need four pages of this: the first page, signature page, description page and the page with the amount of the mortgage – this can be obtained through the Register of Deeds in the County of your residence.)
- ___ Copy of Most Recent Appraisal or Market Analysis (Within past 6 months)
- ___ Copy of Insurance for Residence (Home Owners or Renters Declaration Page)
- ___ Copy of Most Recent Property Tax Statement
- ___ Copies of Most Recent Bank and Credit Union Statements, Including Account Numbers and Balances (90 days worth)
- ___ Copies of 401K, Retirement Account Statements
- ___ Copy of Alimony/Support Verification
- ___ Copy of Your Judgment of Divorce (If within past 3 years) and most recent Uniform Child Support Order
- ___ Copies of Entire Tax Returns for 2013 and 2014
- ___ Copies of Titles for All Vehicles
- ___ Copy of Kelly Blue Book Private Party Values for all Vehicles (if it is an older model not available on KBB, then you may obtain this from NADA – both can be accessed via the online questionnaire)
- ___ Copy of Proof of Insurance for All Vehicles (Including Declaration Page and Expiration Date)
- ___ Copies of All Bills Received in Last 60 Days (Including utilities, and bills not included in bankruptcy)
- ___ Copies of Income Verification for ALL Forms of Income for the Past 6 months– More Will be Required after Filing
- ___ Copies of All Paperwork of Lawsuits/Garnishments Pending Against You
- ___ Copies of any deeds or other documents pertaining to any property transfers in the past two (2) years.
- ___ Copies of all paperwork dealing with Foreclosure/Repossession

502 Railroad Avenue, P.O. Box 5263, Traverse City, MI 49696
Tel: 231-929-7744 | Fax: 231-929-7766 | www.theprovenfighter.com

******* Please note – correspondence will be sent via email as much as possible, so PLEASE check your email!!!*******

502 Railroad Avenue, P.O. Box 5263, Traverse City, MI 49696
Tel: 231-929-7744 | Fax: 231-929-7766 | www.theprovenfighter.com