

Bankruptcy Check Sheet

Below are some (quite possibly all) of the documents you will need in order to move forward in the bankruptcy process. They may vary from state-to-state but this will give you a head start before you consult with an attorney.

- Copies of your state and federal tax returns for the past 2 years, including W2s, 1099's, or any other documentation that was attached to the return.
- Copies of your last two payroll check stubs.
- Copy of your deed (if you own real estate) or the mortgage papers you signed at the time of buying the real estate.
- If you have an appraisal of your real estate and/or personal property (such as jewelry, guns, antiques, etc.) bring a copy with you.
- List all bills you owe, including the following information for EACH bill:
 - Name, address, ZIP code.
 - Date account was opened. (month & year)
 - What the bill is for (clothing, furniture, doctor, etc.)
 - Total amount owed.
 - If there is a collection agency or attorney collecting the bill, also show the name, address, and ZIP code of the agency or attorney.
 - If it's a secured debt (home, car, appliances, etc.) a copy of the security agreement, promissory note, mortgage, etc.) which you signed at the time of opening the account. If you do not have a copy of the agreement securing the debt, list the item(s) securing the debt.
 - List all payments made to creditors within the past 12 months whether fully paid off or with a current balance.
- The address of each and every place you have lived for the past 7 years.
- Your Social Security Number (if a corporation, the Federal I.D. number and incorporation date).

For each bank account you have had in the past 2 years, the following information:

- Name, address, ZIP code of the bank.
- Account number; type of account (savings or checking)
- Full name and address of each and every person authorized to sign checks.
- Bring in your check registers for the past 2 years.

If you maintain a safety deposit box, the name, address, and ZIP code of the institution where the box is located.

A complete list of any and all attorneys you have consulted within the past year, including:

- Name, address, ZIP code.
- Dates each was consulted.
- Dates and amounts paid to each attorney.

All life insurance policies, homeowner's or renter's policies, savings bonds, and stock certificates.

Copies of any leases, promissory notes, and/or contracts, financial statements you have signed/given to any creditor or bank within the last 3 years.

If you hold property for anyone else, or anyone else is holding property of yours for you, names, addresses, and description of the property. (For example, as a result of a divorce decree or inheritance)