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BANKRUPTCY INTAKE FORM

Date of initial consultation _____

Fee for services rendered _____

Subsequent consultations _____

Court filing fee _____

Chapter (7,11,13) _____

Please complete the following pages as accurately and completely as possible.
Doing so will enable our firm to expedite the filing of your Bankruptcy petition.

Name of Debtor _____ SS# _____

Other names used in the past 6 years? _____

Present address _____

Home telephone _____

Business telephone _____

Name of Spouse (Joint Debtor) _____ SS# _____

Other names used in the past 6 years? _____

Present address _____

Mailing address if different than above: _____

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Do you own a Home? If yes, please complete the following:

Description and location of property: _____

Address: _____

Is this your primary residence? Yes / No

How is property held? Husband & Wife, Solely, Jointly with other party, please specify: _____

What is the current Market Value? _____

First Mortgage

Name _____

Address _____

Account # _____

What is the principal balance of the loan? _____

Have you missed any mortgage payments? _____ If yes, how many? _____

Name, address and telephone number of attorney for First Mortgage, if any _____

Second Mortgage:

Name _____

Address _____

Account # _____

What is the principal balance of the loan? _____

Have you missed any mortgage payments? _____ If yes, how many? _____

Name, address and telephone number of attorney for Second Mortgage, if any _____

Do you own any other real property? _____

PERSONAL PROPERTY INFORMATION

<u>TYPE OF PROPERTY</u>	<u>DESCRIPTION</u>	<u>MARKET VALUE</u>
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1. Cash on hand		
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2. Deposits: Please specify name of Bank, account number and current balance.

Savings account		
Checking account		
Other		

3. Security deposits held by landlord, public utilities, or others.		
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4. Household Goods & Furnishings		
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5. Books, Pictures, Collectibles		
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6. Wearing Apparel		
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7. Furs & Jewelry		
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8. Firearms, sports, photographic, or other hobby equipment.		
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9. Life Insurance Policies:

Name of Company		
Whole life/ Term		
Cash surrender value		

10. Interests in IRA, ERISA, Keogh, or other pension or profit sharing plan. Please specify:

11. & 12. Do you have any interests in incorporated, unincorporated, partnerships or any kind of business venture? If so, please specify and approximate the value of such interest.

13. Stocks / Bonds		
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14. Accounts receivable		
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15. Alimony, spousal or child support to which you are entitled.		
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16. Are you anticipating an income tax refund?
Do you have any other kind of liquidated debts from which you may receive money?

17. Equitable or future interests, life estates, and rights and powers exercisable for your benefit other than those listed on pages 2 & 3 as real property.

18. Contingent and non-contingent interest in estate of a decedent, death benefit plan, life insurance policy or trust.

19. Other contingent and unliquidated claims of any nature, including tax refunds, counterclaims of the debtor, and rights to setoff claims.

20. Patents, copyrights, and other intellectual property.

21. Licenses, franchises, and other general intangibles.

22. Autos, trucks, etc. Make: _____
Year / Model: _____

Is this car subject to a lien or lease agreement? _____ If yes, outstanding balance _____

23. Boats, motors, etc. Make: _____
Year / Model: _____

Subject to a lien or lease agreement? _____ If yes, outstanding balance _____

24. Aircraft and accessories _____

25. Office equipment, furnishings, and supplies _____

26. Machinery, fixtures, equipment and supplies _____

27. Inventory _____

28. Animals _____

29. Crops, growing or harvested _____

30. Farming equipment and implements _____

31. Farm supplies, chemicals, and feed _____

32. Other personal property of any kind not already listed

HAVE YOU FILED A PREVIOUS BANKRUPTCY? YES/NO

Date filed _____ Case number _____
Case still pending? _____ If no, disposition _____

HAS YOUR PRESENT OR FORMER SPOUSE EVER FILED A BANKRUPTCY? YES/NO

Date filed _____ Case number _____
Case still pending? _____ if no, disposition _____

DO YOU OWN A CAR? IF YES, COMPLETE THE FOLLOWING

Year, make and model of car _____
Market Value _____
Is this car owned by husband, wife, jointly or other party, please specify. _____

Is this vehicle subject to a lien _____ or lease _____
Name of lender _____
Address _____
Account Number _____
If lien, principal balance due _____
If lease, when did lease begin? _____ When does it end? _____
What are the monthly payments? _____
Have you missed any payments? _____ If yes how many? _____
Are there any other persons who are co-obligors on the above? If so please state.
Name and address _____

DO YOU OWN A SECOND CAR OR BOAT? IF YES COMPLETE BELOW:

Year, make and model of car _____
Market Value _____
Is this car owned by husband, wife, jointly or other party, please specify. _____

Is this vehicle subject to a lien _____ or lease _____
Name of lender _____
Address _____
Account Number _____
If lien, principal balance due _____
If lease, when did lease begin? _____ When does it end? _____
What are the monthly payments? _____
Have you missed any payments? _____ If yes how many? _____
Are there any other persons who are co-obligors on the above? If so please state.
Name and address _____

Name of Creditor _____
 Address _____
 _____ Zip _____
 Account# _____
 Balance due _____
 Secured by _____
 Co-debtor? _____
 Collection agency or attorney: _____

Name of Creditor _____
 Address _____
 _____ Zip _____
 Account# _____
 Balance due _____
 Secured by _____
 Co-debtor? _____
 Collection agency or attorney: _____

Name of Creditor _____
 Address _____
 _____ Zip _____
 Account# _____
 Balance due _____
 Secured by _____
 Co-debtor? _____
 Collection agency or attorney: _____

Name of Creditor _____
 Address _____
 _____ Zip _____
 Account# _____
 Balance due _____
 Secured by _____
 Co-debtor? _____
 Collection agency or attorney: _____

Name of Creditor _____
 Address _____
 _____ Zip _____
 Account# _____
 Balance due _____
 Secured by _____
 Co-debtor? _____
 Collection agency or attorney: _____

Name of Creditor _____
 Address _____
 _____ Zip _____
 Account# _____
 Balance due _____
 Secured by _____
 Co-debtor? _____
 Collection agency or attorney: _____

Name of Creditor _____
 Address _____
 _____ Zip _____
 Account# _____
 Balance due _____
 Secured by _____
 Co-debtor? _____
 Collection agency or attorney: _____

Name of Creditor _____
 Address _____
 _____ Zip _____
 Account# _____
 Balance due _____
 Secured by _____
 Co-debtor? _____
 Collection agency or attorney: _____

If extra room is needed to list creditors, please attach separate sheet.

PERSONAL INCOME & EXPENSE INFORMATION

Are you Married _____ Separated _____ Divorced _____ Single _____

Your age _____ Age of Co-debtor _____

List all dependants:

<u>Name</u>	<u>Age</u>	<u>Relationship</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

HUSBAND:

What is your occupation or job title? _____

Name and address of employer _____

How long with employer? _____

WIFE:

What is your occupation or job title? _____

Name and address of employer _____

How long with employer? _____

Any other sources of income?

<u>INCOME</u>	<u>DEBTOR</u>	<u>SPOUSE</u>
How often do you get paid?	_____	_____
Weekly		
Bi-weekly (every other week)		
Semi-monthly (two times a month)		
Gross Wages	_____	_____
<i>Deductions:</i>		
Payroll Taxes	_____	_____
Insurance	_____	_____
Credit Union	_____	_____
Union Dues	_____	_____
Pension	_____	_____
Savings Bonds	_____	_____
Other (specify)	_____	_____
Net Take Home Pay	_____	_____
Income from operation of business	_____	_____
Interest and dividends received	_____	_____
Alimony or support payments received	_____	_____
Social security or other government assistance	_____	_____
Pension or retirement income	_____	_____
Other monthly income (specify)	_____	_____

Is your employment subject to seasonal changes? If yes, give details below.

Describe any increase or decrease of more 10% in any of the above categories anticipated, To occur within the year following the filing of your bankruptcy petition.

MONTHLY EXPENDITURES

If this is a joint petition and the debtors maintain separate households, please indicate the separate expenses for each debtor.

Rent / Mortgage Payment _____
Second Mortgage Payments _____
Are real estate taxes included? Yes / No _____
Is property insurance included? Yes / No _____

Utilities:

Electricity & Heat _____
Water and/or sewer _____
Telephone _____
Other _____

Home maintenance & upkeep _____
Food _____
Clothing _____
Laundry and/or Dry cleaning _____
Medical & Dental expenses _____
Transportation, not including car payments _____
Recreation & Entertainment _____
Charitable contributions _____

Insurance (not deducted from wages or included in monthly home mortgage payments)

Homeowner's or Renter's _____
Life _____
Auto _____
Other _____

Taxes (not deducted from wages or included in monthly home mortgage payments)

Specify _____
Monthly car payments, if applicable _____
Other installment payments _____
Alimony, maintenance and support paid to others _____
Payments for support of dependants not living with you _____
Expenses from operation of business, profession, or farm _____

Other miscellaneous expenses:

Cable TV _____
Cigarettes _____
Child Care _____

STATEMENT OF FINANCIAL AFFAIRS

Please complete the following information as accurately as possible. Where necessary, please include dates and the names and addresses of individuals or firms.

1. What was your gross income from employment or operation of business for the following years? Include co-debtor income if joint petition.

Debtor:	2008 year-to-date: _____	2007: _____	2006: _____
Co-Debtor:	2008 year-to-date: _____	2007: _____	2006: _____

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

Debtor:	2008 year-to-date: _____	2007: _____	2006: _____
Co-Debtor:	2008 year-to-date: _____	2007: _____	2006: _____

3a. List payments to creditors made within the past ninety (90) days, exceeding \$600.00.

3b. List all payments made within one year immediately preceding the commencement of this case to, or for the benefit of creditors who were insiders.

4a. List all suits to which the debtor is or was a party to within one year immediately preceding the filing of this petition.

4b. Describe all property which has been attached, garnished, or seized in the past year.

5. List all property that has been repossessed by a creditor, sold at foreclosure sale, or transferred to the seller in the past year.

6a. Describe any assignment of property for the benefit of creditors made within 120 days prior to the filing of this petition.

6b. List all property which has been in the hands of a custodian, receiver, or court-appointed official, within one year prior to the filing of this petition.

7. List all gifts or charitable contributions made within one year prior except ordinary and usual gifts to family members aggregating less than 200.00.

8. List all losses from fire, theft, other casualty, or gambling within one year prior to the filing of this petition.

9. List all payments or property transferred by or on behalf of the debtor to any persons, including this firm or other attorneys for consultation concerning debt consolidation or relief under the bankruptcy law.

10. List all property transferred in the ordinary course of business or financial affairs of the debtor, whether transferred either absolutely or as security within the prior year.

11. List all bank accounts, (type, account #, name of bank, and closing balance) which have been closed within the past year.

12. List any safe deposit box, its location and description of contents which you have or had within the past year.

13. List all setoffs made by any creditor, including a bank, against a debt or deposit of the debtor within the past 90 days.

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

15. If you have moved within the past two (2) years, list the address, duration of residence there and the name used.

IF THE DEBTOR IS OR WAS ENGAGED IN A BUSINESS WITHIN 2 YEARS PRIOR TO THIS DATE OR HAS BEEN ENGAGED IN BUSINESS AS AN OFFICER, DIRECTOR, MANAGING EXECUTIVE OR PERSON IN CONTROL OF A CORPORATION, A PARTNER (OTHER THAN A LIMITED PARTNER), OF A PARTNERSHIP, OR SOLE PROPRIETOR OR SELF-EMPLOYED, CONTINUE AND ANSWER QUESTIONS 16 THROUGH 21

16. Nature, location, and name of business.

If the debtor is an individual, list the names and addresses of all businesses in which the debtor was involved as a principal.

If the debtor is a partnership, list the names and addresses of all businesses in which the debtor was a partner or owned 5% or more of the voting securities.

If the debtor is a corporation, list the names and addresses of all businesses in which the debtor was a partner or owned 5% or more of the voting securities.

17a. List all bookkeepers and accountants who, within the prior six (6) years, kept or supervised the keeping of books and records of the debtor.

17b. List all firms or individuals who, within the prior two (2) years, have audited the books of account and records, or prepared a financial statement of the debtor.

17c. List all firms or individuals who, at the time of the commencement of this case, were in possession of the books of accounts and records of the debtor. If any of the books of account and records are not available, please explain.

17d. List all financial institutions, creditors, and other parties, to whom a financial statement was issued within the two (2) years prior to the commencement of this case.

18a. 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.

18b. List the name and address of the person having possession of the records for each of the two inventories reported in 18a.

19a. If the debtor is a partnership, list the nature and percentage of partnership interest of each current member of the partnership.