

Case No.: _____ 341 MOC date: _____ Debtor/Co-Debtor: _____

BANKRUPTCY QUESTIONNAIRE & DOCUMENT REQUEST

(To be completed by each Debtor and provided to the Trustee along with required documents on or before 7 days prior to the Meeting of Creditors)

You must have valid photo ID and proof of your social security number at your meeting.

PART I – Introduction and Instructions

Requirements of the Bankruptcy Law: The Bankruptcy Law has placed numerous requirements on the Debtors, their Attorney, and the Bankruptcy Trustee. To meet these requirements, we ask that you complete and return this bankruptcy questionnaire to your Trustee on or before 7 days prior to the First Meeting of Creditors. The name and address of the Trustee is shown on the “Notice of Chapter 7 Bankruptcy Case, Meeting of Creditors, & Deadlines” that you received from the court.

You have a duty to cooperate with the Trustee: As part of your bankruptcy, the Trustee must examine and investigate your financial affairs and related information. Under the law, it is your duty to fully cooperate with and assist the Trustee in this investigation. These are standard questions and documents that each Debtor must answer and provide to the Trustee. You may receive further requests for additional documents from the Trustee. The Trustee may conduct further investigation as needed. You are obligated to provide this additional information and documentation as well.

Your answers must be true, complete and accurate: It is important that all your answers to the questions are, true complete and accurate. If you have made any mistakes in your bankruptcy documents, it is absolutely essential that you inform your Trustee by correcting those mistakes NOW. Failure to do so may result in severe consequences. It is a federal crime to intentionally give false or misleading information and testimony to the Bankruptcy Trustee.

All your property is now the property of the bankruptcy estate: Please note that until such time that your case is closed, the Trustee is responsible for the administration of all of your property (House, cars, and all other property you owned on the date you filed bankruptcy). Please note that if you become entitled to an inheritance within 180 days of the filing of your petition you must inform your Trustee in writing of such inheritance. Until your case is closed, you cannot sell, refinance, or further encumber any of your property – even if you have claimed it as exempt and even if you have already received your discharge.

You must complete and return this questionnaire with documents to the Trustee: At least 7 days prior to your first Meeting of Creditors. You MUST also attend all of the Meeting of Creditors. Failure to complete and return this questionnaire and/or attend the Meeting of Creditors may result in the dismissal of your case.

You must have a valid photo ID and proof of your social security number, such as the original card, a W-2, 1099, Notice from the IRS (with your SS# pre-printed on it, not a tax return), at your Meeting of Creditors.

If you have any questions: If you have any questions or require further information, you should consult with your attorney or other legal sources, as the Trustee cannot provide you legal advice.

PART II – Statement of Basic Facts

Debtor

Co- Debtor

Name: _____

Name: _____

Physical Address: _____

Physical Address: _____

Phone Numbers:

Home: _____

Cell: _____

Phone Numbers:

Home: _____

Cell: _____

Marital Status: Single Married Divorced Widowed

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No. of Dependents claimed on last tax return: _____

No. of Dependents claimed on last tax return: _____

How many dependents live with you now? _____

How many dependents live with you now? _____

Total no. of people living at your address? _____

Total no. of people living at your address? _____

PART III – Standard Questions

(This section must be answered by both the Debtor and Co-Debtor. If an answer to a question requires further explanation, attach a separate sheet of paper and supporting documentation)

1. Did you personally review and then sign the petition, schedules, and other documents filed with the court? Yes No Yes No
2. Is the information contained in all these documents, true, complete and accurate? Yes No Yes No
3. Have you listed everything you own in these schedules? Yes No Yes No
4. Have your listed all of your creditors in these schedules? (including individual, business and governmental agencies) Yes No Yes No
5. Have you lived in California continuously for the last two years? If not, please list all your addresses during the last three years on a separate sheet of paper and attach to this questionnaire. Yes No Yes No
6. Do you have any ownership interest (present, future, contingent or disputed) in any real property, personal property or life insurance policies that are not listed in these documents? Yes No Yes No
7. Have you ever filed bankruptcy before? If yes, when? Yes No Yes No
8. Have you transferred, sold or given away anything to anyone during the last year? If yes, what? Yes No Yes No
9. Have you owned, sold, or transferred any real estate property during the last ten years? If yes, when? Yes No Yes No
10. Does anyone owe you any money for any reason? If yes, who and for what? Yes No Yes No

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| 11. Do you have any claims against anyone that is not listed in your petition and the schedules? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 12. Have you filed or have any reason to file any lawsuit against anyone for any reason? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 13. Are you a beneficiary of any will, trust or estate? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 14. Are you now entitled to any life insurance proceeds or an inheritance as a result of someone's death? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 15. Has there been a change in your financial situation since the filing of the bankruptcy? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 16. Did you make any payments totaling over \$600, to any unsecured creditor, during the last 90 days prior to filing bankruptcy? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 17. Did you rearrange your financial affairs in any way in preparation for filing this bankruptcy? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 18. Have you transferred any credit card balances from one to another during the last six months? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 19. Is anyone holding or storing anything on your behalf? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 20. Do you have any safe-deposit box or storage units? (If yes, please provide its location and list of contents) | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 21. Have you repaid any loans to any friends and/or relatives during the past year? If yes, to whom & how much. | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 22. Do you have any bank account(s), either checking or savings, certificate of deposit, other than those listed on schedule B? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 23. When you filed your petition, did you have: (a) any cash on hand (b) any US Savings Bonds (c) any other stocks or bonds (d) any certificates of deposits (e) a safe deposit box in your name or someone else. (circle if any) | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 24. Are you the owner of any cash value life insurance policies? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 25. Do you have any winning lottery tickets? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 26. Do you anticipate that you might realize any property, cash or otherwise, as a result of a divorce or separation proceeding? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 27. Do you have any secured debt? Have you filed the required Statement of Intention with respect to the exemption, retention, or surrender of that secured property? Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 28. Have you been engaged in any business during the last 6 years? If yes: when and where? What happened to the assets of the business? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 29. Is the copy of the tax return you provided a true copy of the most recent tax return you filed? | Yes <input type="checkbox"/> No <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |

PART IV – Documents to be submitted with this Questionnaire

The following documents must be submitted to the Trustee along with this Questionnaire unless previously filed with the court with your bankruptcy papers:

1. **Proof of Income:** Copies of all pay-stubs and other proof of income (also known as "payment advices") from all your sources of income covering the last 60 days prior to the filing of the bankruptcy petition; as well as the most recent "Payment Advice"
2. **Tax Returns:** A complete and signed copy of your most recently filed federal and state tax returns or complete tax transcript. Please be sure to cross out (redact) all social security number and the names of your dependents on all the documents to protect your privacy. The following website has Transcript information: <http://www.irs.gov/individuals/article/0,,id=110571,00.html>
3. **Obligation for Child Support/Alimony:** If you have any obligation for Child Support/Alimony Payments, please provide (A) The name, the last-known address and telephone number of the adult receiving or supposed to be receiving such payments, and (B) documentation to support these objection such as marital settlement agreement, separation or divorce agreement or a court order. If you are unable to provide this information of the documents please attach a written explanation. If you have such an obligation to more than one party, please attach a separate sheet of paper showing the following information for additional parties.

Name: _____ Debtor's Employer: _____
Telephone No. _____ Employer's Address: _____
Address: _____
City: _____ State: _____ Zip code: _____

4. **Self-Employment Income:** If you earn any income from self employment, please provide the following:
 - (a) Profit and Loss Statement: indicating your income and/or loss for the sixty days prior to filing of the bankruptcy petition duly certified by you or an Officer representing the business.
 - (b) A copy of the Regulation P or Privacy Statement, if one has been prepared.
 - (c) A copy of the Benefit Plan Documents, if any, if you have employees.

5. **List of Documents being submitted with this questionnaire:**

1. _____
2. _____
3. _____
4. _____

PART V – Declaration under penalty of perjury

I declare under penalty of perjury that I have personally read this questionnaire and truthfully answered all the questions. I further declare that the information and documents provided with this questionnaire are also, true, complete and accurate to the best of my knowledge and belief.

Executed at _____, California.

Dated: _____ Debtor: _____

Dated: _____ Co-Debtor: _____