

# HOLLAND BANKRUPTCY CENTER

36 West 8<sup>th</sup> Street, Suite 200

Holland, MI 49423

Ph: (616) 796-0710    Fx: (866) 812-1368

## LIST OF INFORMATION TO COMPLETE YOUR BANKRUPTCY PETITION:

- \_\_\_\_\_ 1. Credit Report ([www.annualcreditreport.com](http://www.annualcreditreport.com))
- \_\_\_\_\_ 2. Completed Bankruptcy Client Questionnaire
- \_\_\_\_\_ 3. Titles to all of your autos, motorcycles, boats, RVs, trailers, and mobile home
- \_\_\_\_\_ 4. Any loan papers that you have (personal loans, overdraft loans, car loans/leases, student loans, furniture loans, etc.)
- \_\_\_\_\_ 5. Tax Returns for the past 2 years **including your W2's**
- \_\_\_\_\_ 6. You and your spouse's **LAST 6 MONTHS** of pay check stubs, proof of self-employment income, proof of social security and retirement benefits, and/or proof of unemployment payments
- \_\_\_\_\_ 7. Any legal papers (law suits, judgments, garnishments)
- \_\_\_\_\_ 8. **Recorded** mortgages (provide *at least* the first 2 pages, the legal description, and all signature pages), **recorded** deeds, land contracts, property tax statements, & market valuation concerning any real estate that you own. You can get the **recorded** documents at the Register of Deeds Office (Ottawa County - 12220 Fillmore St, Room 146, West Olive, MI 49460; Allegan County - 113 Chestnut St., Allegan, MI 49010)
- \_\_\_\_\_ 9. Statements for any 401(k), profit sharing plan, ESOP, pension, and life insurance.
- \_\_\_\_\_ 10. Divorce Judgment (if divorced within the last 10 years or if you have minor children from that marriage)
- \_\_\_\_\_ 11. Statements for all Bank, Credit Union, & Prepaid Debit Card Accounts (**last 3 months**)
- \_\_\_\_\_ 12. Any bills, collection notices, etc. that should be included in the bankruptcy
- \_\_\_\_\_ 13. Credit Counseling Certificate ([www.summitfe.org](http://www.summitfe.org) ) **You do NOT need to input an attorney code. You can give them my email address at the end so they send me a copy of your certificate (amy@hollandbankruptcy.com)**