

ATTORNEY DOCUMENT LIST – CHAPTER 13
Use this cover sheet with every delivery of documents.

Date submitted: _____
341 Meeting Date: _____
Case No. _____
Debtor Name: _____

Documents must be in the Trustee’s office 15 days prior to 341 meeting.

COPIES OF:

- _____ ID (Drivers License, Work ID or Military ID)
- _____ Social Security Number (Social Security Card, W-2, Pay Stub or Military ID)
- _____ Bank Statements for All Accounts (6 months to include date of filing)
- _____ Pay Stubs (6 months prior to the date of filing)
- _____ Documentation of all other sources of income (6 months prior to the date of filing e.g. W-2G)
- _____ Pay Stub Calculation 6 months (to verify CMI information)
- _____ Tax Returns (prior 4 years) (Most recent year’s tax return must include all tax schedules and forms W-2, W-2G, 1099, etc) or Tax Affidavits
- _____ Bankruptcy Questionnaire

SIGNED ORIGINALS:

- _____ B-21 or Statement of Social Security Number
- _____ Declaration of Electronic Filing
- _____ 4506-T (1 original – Do Not Date)

DOCUMENTATION ONLY IF APPLICABLE:

- | | |
|--|---|
| _____ Verification of Social Security Income | _____ Mortgage Balance Statements |
| _____ Verification of Disability Income | _____ Verification of amount of monthly mortgage payments |
| _____ Verification of Pension Income | _____ W-4 form |
| _____ Documentation of Life Insurance | |
| _____ Value of any Raw Land | |
| _____ Purchase Date, Value and Loan balance on Residence | |
| _____ Affidavit of Support/Contribution | |
| _____ Pay stubs for non-filing spouse (6 months) | |
| _____ Divorce Decree | |
| _____ DSO or Child Support (Name and Address of support recipient) | |
| _____ Value documentation on any other assets | |
| _____ Lease/Rental Agreements | |