

GRUBER & ASSOCIATES, PC

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Appointment Date: _____

**FILL OUT THE ATTACHED INTAKE FORM COMPLETELY,
GATHER THE FOLLOWING DOCUMENTS, THEN CALL FOR
AN APPOINTMENT:**

- Your latest Credit Report, with creditor addresses. You can get a free one at www.freecreditreport.com or www.annualcreditreport.com
- Last four Payroll Checkstubs, unemployment statements and/or Social Security states for EVERYONE residing in your residence
- State & Federal Tax Returns for the last two years, both personal and business
- If you haven't prepared last year's return, bring all W-2 statements AND the last paystub of the year
- Most recent statements from EACH and EVERY creditor, including Car Loans, Mortgages and other secured debt
- \$100 consultation fee - will be credited toward total bankruptcy fee
- If you pay \$500 on your first appointment, your Ch.7 petition will be ready in a day or two
- If you pay \$1000 on your first appointment, your Ch.13 petition will be ready within 3 or 4 days

If you are married, you should bring your spouse with you for the consultation, even if you plan to file bankruptcy separately.

CLIENT INFORMATION SHEET

How did you hear about our office? _____ Date: _____

MALE DEBTOR:

Home Phone: _____

Cell Phone: _____

Email Address:

Work Phone: _____

Full Legal Name: _____
(First) (Middle) (Last)

Address: _____

City, State, Zip: _____

County of Residence (NOT country): _____

Former Legal Names within past 6 years: _____

Social Security Number: _____ Driver's License Number: _____

Occupation: _____ Employer's Name: _____

Employer's Address: _____

Length of Current Employment: _____ Date of Birth _____

FEMALE DEBTOR:

Home Phone: _____

Cell Phone: _____

Email Address:

Work Phone: _____

Full Legal Name: _____
(First) (Middle) (Last)

Address: _____

City, State, Zip: _____

County of Residence (NOT country): _____

Former Legal Names within past 6 years: _____

Social Security Number: _____ Driver's License Number: _____

Occupation: _____ Employer's Name: _____

Employer's Address: _____

Length of Current Employment: _____ Date of Birth _____

EVERYONE LIVING WITH YOU:

Name	Age	Relationship	Monthly Income (include social security & child support payments received)
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CURRENT HOUSEHOLD EXPENSES

MONTHLY

Rent or home mortgage payment (include lot rented for mobile home)..... \$ _____

Are real estate taxes included? YES NO

Is property insurance included? YES NO

Utilities: Electricity and heating fuel \$ _____
Water and sewer \$ _____
Telephone \$ _____
Other \$ _____

Home maintenance (repairs and upkeep)..... \$ _____

Food \$ _____

Clothing \$ _____

Laundry and dry cleaning \$ _____

Medical and dental expenses \$ _____

Transportation (not including car payment) \$ _____

Recreation, clubs and entertainment, newspapers, magazines, etc. \$ _____

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

Homeowner's or renter's \$ _____

Life \$ _____

Health \$ _____

Auto \$ _____

Other \$ _____

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

(specify)..... \$ _____

Installment payments (**Do not include credit card payments.**)

Auto \$ _____

Other \$ _____

Other \$ _____

Other \$ _____

Alimony, maintenance, and support paid to others..... \$ _____

Payments for support of additional dependents not living at your home \$ _____

Day Care \$ _____

Other \$ _____

Other \$ _____

Other \$ _____

TOTAL MONTHLY EXPENSES \$ _____

This is the key to qualifying for a Chapter 7 bankruptcy. Please take the time to fill this out thoroughly. If you do not qualify for Chapter 7 you may qualify for Chapter 13. We will analyze your case with both types of bankruptcies in mind. 07/09

1. Do you own any secured items on which you still owe money (e.g. computer, washer/dryer, etc.)?

Item: _____ Creditor: _____ Keep?: Yes /No

Item: _____ Creditor: _____ Keep?: Yes /No

Item: _____ Creditor: _____ Keep?: Yes /No

2. Do you have any judgment liens filed against your property? (Circle one) Yes / No

3. Does anyone have any judgments against you? (Circle one) Yes / No

4. Do any of your debts have a co- debtor? Yes/No If yes, provide name and address:

Creditor: _____ Co-Debtor Name/Address: _____

Creditor: _____ Co-Debtor Name/Address: _____

5. Are you currently involved in a pending court case? (Circle one) Yes/No.

Court & Case No.: _____

6. Have you transferred any assets to friends or relatives in the last 24 Months? Yes/No, If yes, explain: _____

7. Self- employed at any time in the last 6 years? Yes/No Give dates, name, type of business, address of business:

8. Have you taken cash advances from any one credit card in the last 4 months? YES/NO

9. Within the last year, have you used any one credit card in excess of \$2000? YES/ NO

10. Have you received any financial assistance from friends or relatives in the past 1 year?

11. Have you repaid any loans to friends or family members in the past 12 months? YES/NO

12. Have you made any payments to creditors totaling more than \$600 in the past 3 months? YES/NO

13. Have you closed any bank accounts in the last one year? Financial Institution, Date, Value, Account number?

14. Have you ever filed bankruptcy before? (Circle one) Yes / No

When? _____ What State? _____

The Bankruptcy Petition must contain certain information; therefore, you must provide us with the name and address of ALL your creditors, including the creditor on your car, even if you plan to keep the car, and the mortgage holder, even if you want to keep your house.

ASSETS

REAL ESTATE: Do you own a house or other property? (Circle one) Yes / No

#1 Property address: _____
Mortgageholder's Name: _____ **Loan Rec'd:** _____
Market Value: \$ _____ Amount Owed: \$ _____

#2 Property address: _____
Mortgageholder's Name: _____ **Loan Rec'd:** _____
Market Value: \$ _____ Amount Owed: \$ _____

VEHICLES: Do you own any cars, trucks, boats, etc.? (Circle one) Yes / No

#1 Year, Make & Model: _____ Leased? YES / NO
Lien Holder: _____ **Loan Rec'd:** _____ Keep or Give Back?
Resale Value: \$ _____ Amount Owed: _____

#2 Year, Make & Model: _____ Leased? YES / NO
Lien Holder: _____ **Loan Rec'd:** _____ Keep or Give Back?
Resale Value: \$ _____ Amount Owed: _____

#3 Year, Make & Model: _____ Leased? YES / NO
Lien Holder: _____ **Loan Rec'd:** _____ Keep or Give Back?
Resale Value: \$ _____ Amount Owed: _____

Estimated "AS IS" Value \$\$\$\$\$

Cash _____
Balance in all Bank Accounts & Name of Bank _____
Security Deposit with Landlord _____
Furniture, electronics, computers _____
Art objects, antiques, collections _____
Furs & jewelry _____
Wearing apparel _____

Income Tax Refunds

(expected in next 6 months)

Tax Years:
Refund Amount:

Firearms (List Each), hobby equipment

Cash value life insurance policies

Stocks, Bonds, Annuities

IRA, Keogh, 401k, 403b, profit-sharing

Employer or Union Retirement Plans

Name:

Boat, trailer, etc.

Office Equipment, furnishings, supplies

Business equipment, tools, supplies

Amount owing to you

Safe Deposit Box

Bank:

Contents:

Have you sold anything within the last 2 years? YES/NO (Explain here) IF Yes, please provide the name and address of the person that you sold the item to.

Any OTHER assets not listed above? YES/NO

Addresses for the past three years as well as dates that you lived there:

Within the last six (6) years have you lived in any of the following states (circle the ones that apply): Alaska, Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Puerto Rico, Texas, Washington, Wisconsin. If you circled any of these states, the court requires that you provide the name and address of spouse(s) and former spouse(s) that you have been married to at any time in the last six (6) years:

Have you ever received notice from ANY governmental unit that you or any business that you own is or may be involved in violation of any federal, state or local regulation pertaining to pollution or hazardous waste? If yes, please explain: