

GRAND LAW FIRM

ATTORNEYS AT LAW

BATON ROUGE PH. 225-769-1414

NEW ORLEANS PH. 504-831-1222

FAX 225-769-2300 (FOR BOTH OFFICES)

BANKRUPTCY – REQUIRED DOCUMENT CHECKLIST

Before we open a file and begin work on your case you must provide the following:

Please **check off** the items below and return them to our office when you are ready to get started

1. Federal and State tax returns for 2009 and 2010.
2. All check stubs that you have received from all employers over the last seven (7) months.
3. Documentation of all other income received in the last six (6) months (i.e., Social Security, child support, unemployment, food stamps, etc.).
4. Completed Bankruptcy Worksheet.
5. Copies of Driver's Licenses and Social Security Cards
(The court will require a copy of your social security card. If you do not have one, go to the social security office in Baton Rouge to apply for one)
6. All Judgments and Lawsuits filed against you.
7. Copy of the Registration for each vehicle and proof of car insurance documentation (copy of the premium notice or declarations page)
8. For Ch. 13 cases, if you have a house/property, we may need a recent Appraisal showing it's value. If you don't have a recent appraisal, please contact a local realtor to get a **written** "price opinion" on your property.
9. Confirmation of Credit Counseling (www.cricketdebt.com) – You will be required to do this before your case can be filed.
10. Please Sign the enclosed Credit Authorization form (See the enclosed Consumer Liability Report form)

**** Do not provide copies of bills. ****

**** If you are uncertain of all your creditors that you owe, you should order your free Equifax credit report from www.annualcreditreport.com to confirm you listed all your creditors. ****

**** You may be required to provide other documentation, depending on the type of case you are filing. ****