

## DOCUMENT CHECKLIST – ATTORNEY TERENCE G. CARROLL

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**PLEASE GATHER AND SUBMIT ALL OF THE DOCUMENTS LISTED BELOW. *WE MUST HAVE ALL OF THESE DOCUMENTS IN ORDER TO PREPARE EITHER A CHAPTER 7 OR CHAPTER 13 BANKRUPTCY PETITION FOR YOU.***

1. Completed Bankruptcy Questionnaire;
2. Signed Attorney Fee Agreement;
3. Paystubs, and proof of income from all sources, for the past six months;
4. Federal Tax Returns (Form 1040) and W-2s for the past 2 years;
5. Bills, collection notices, and lawsuits from all creditors;
6. Credit Report from **annualcreditreport.com** (free);
7. If you own real estate, an estimate of current value from **Zillow.com**;
8. Pre-Bankruptcy Credit Counseling Certificate for each debtor. Obtain on-line at **Cricketdebt.com** or call 866.719.0400. Use attorney code #992316. (You pay a small fee for the counseling service and the certificates).
9. Non-refundable attorney fee payment of \$1,000.00 (for Chapter 13) or \$2,000.00 (for Chapter 7) so we can start work and prepare your bankruptcy petition;
10. Check with the attorney for any other documents needed in your case. Examples include monthly profit-and-loss statements for any business that you operate and print-outs from Department of Licensing for any tickets that you owe (if you have a suspended Driver's License)