

INFORMATION WE NEED TO PREPARE YOUR CASE

1. Household income:

- Paystubs for all jobs, full-time and part-time for the past seven (7) months. If you have lost or discarded old paystubs, the Court will accept a statement from your employer showing your past 7 months of earnings. These statements are required by the Court and will be filed in your case with the Court.
- Statements showing monthly income from pensions, social security, and all other income for you & spouse
- Rental income: provide a schedule of rental income and copies of any leases
- Any divorce decrees or orders of support.
- If married yet filing alone, provide spouse's income, same documents as above.

2. Tax Returns:

- Income tax returns state and federal for past two (2) years
- Fill out IRS Form 4506 if you lost or cannot find your tax returns.

2. Expenses:

- Physicians letters explaining high medical expenses
- Tuition bills for private or religious school
- Any divorce decrees
- Receipts for unusual expenses
- Proof of Charity

3. Real estate:

- Fair market evaluation from a licensed realtor.
- Deed or page of title policy showing owners
- Mortgage company statements with balance owed
- Closing statements if purchased in last 2 yrs.
- Real Estate tax bill

4. Vehicles:

Title or registration showing who is on the title. ^ Purchase or lease agreement

- Proof of insurance with finance co as "loss payee"
- Finance company statement balance

5. Business:

If you have or had an ownership interest in a business, you must provide the following:

Assets: Equipment, inventory, accounts receivable, etc. with values. Be specific in each category

- Liabilities: Business debts, leases/obligations, etc.
- \hat{A} If now engaged in business, current income & expenses
- Agents: All officers/directors, shareholders, employees
- Business tax returns including 1040, 940 and 941
- You must preserve and provide all business records to the Court if asked.

6. Other Assets:

- **Life insurance: a statement showing whether the policy is a whole policy or a term policy. If whole life, provide a statement showing the current cash surrender value.**
- Pensions - Provide the type of pension you have and the amount vested, copy of statement.
- Stocks - Name of any companies for which you own stocks and the number of shares you own.
- Inheritances - Has anyone in your family passed away? Are you in line to receive money or property?
- Provide statements & balances for all of your checking, savings, credit union & other accounts
- Safe deposit boxes - Provide the location and all persons with access to it.
- Personal injury claims - Provide your attorney's name, address, and phone number.
- **If you are expecting an income tax refund or any other money from any other source, provide the source and the amount you are expecting.**
- Let us know of any other property that might be sold, transferred, or liquidated to reduce your debt.

7. Transfers, sales, or losses

If you have sold, given away, or lost anything in the past 4 years, provide:

- A description of the property
- Approximate value
- What you received in return for the property
- Date of the sale, transfer, or loss
- Person who purchased the property or the recipient of your gift and their relation to you.
- Fire, theft, or accident reports
- Any divorce decrees

8. Lawsuits/claims/Legal proceedings

If you have been involved in any lawsuits or claims for money, whether suing anyone or being sued, provide:

- Type of proceeding - Provide a copy of the complaint
- Names and addresses for all parties
- Names and addresses for all attorneys
- Court location and case number & date of judgment

9. Debts

You must disclose everyone you may owe money to, whether you intend to keep the debt or not. Use the forms we provided to you, attach documents:

- Names, addresses, balances, and account numbers for all creditors
- Dates or periods of time in which debts were incurred
- Description of the type of debt and how it was incurred
- Names/addresses of any collection agencies and/or attorneys collecting for a creditor.
- All loan documents and credit union agreements.
- All outstanding judgments
- Co-signers and joint account holders name & address
- Don't forget tax debts, fines, bounced checks, tuition bills, disputed debts

10. Income Tax Copies of last 2 years state and federal

- If you have not filed returns for last 4 yrs, no bankruptcy for you unless you weren't required to file. If taxes are owed, make an appointment with the IRS and get a "TAX TRANSCRIPT" Verify if return received by them, date, amount owed. Same for state taxes. Ask for & Complete our "tax chart"

We recommend you get a credit report. You can get one free at www.annualcreditreport.com or by calling 1-877-322-8228 You can also call Experian at 1-888-397-3742, Equifax at 1-800-685-1111, or Trans 1.Union at 1-800-916-8800. They may charge you up to \$8.50.

Sam Turco Law Offices

<p>Omaha: 3006 s. 87th St, Omaha, NE 68124 (402)-614-7171</p>	<p>Lincoln: 5000 Central Park Drive (50th & "R") Suite #204 Lincoln, NE 68504 (402)-477-0707</p>	<p>Grand Island: 2121 North Webb Road, Suite 305 Grand Island, NE 68803 (308)-384-4776</p>
---	--	--