

GREGORY K. STERN, P.C.  
53 WEST JACKSON BOULEVARD  
SUITE 1442  
CHICAGO, ILLINOIS 60604

Gregory K. Stern  
Monica C. O'Brien  
Dennis E. Quaid

Telephone (312) 427-1558  
Facsimile (312) 427-1289  
e-mail: [greg@gregstern.com](mailto:greg@gregstern.com)  
[monica@gregstern.com](mailto:monica@gregstern.com)  
website: [www.gregstern.com](http://www.gregstern.com)

**Re: Chapter 11 (individual)**

The list of documents and information set forth below are needed to determine whether you are a candidate for a bankruptcy filing.

1. All creditor invoices and collection agency correspondence and notices received within the prior ninety (90) days for all bills (mortgage, car, credit cards, bank loans, medical, student loans etc.) other than utilities (unless there is a utility bill default) and creditor invoices for all corporate bills for which you have personal liability (only applicable if you own a business);
2. A detailed itemized list of personal property (household goods and furnishings, electronics, artwork, jewelry, collectables, sports and hobby equipment, motor vehicles, boats, etc.) with a valuation for each item representing the current value of the item;
3. Current account statements (bank, brokerage, financial, deferred compensation, pension, 401k, IRA, Education IRA or other account) for the prior 12 months;
4. All income including current paycheck advice(s) or stub(s) for the prior 6 months for yourself and any spouse;
5. All life insurance policy declarations and statements;
6. Motor vehicle, motorcycle, boat & other titles;
7. All deeds showing ownership of your residence or any other real property;
8. Copy of all appraisals of your residence or any other real or personal property within last 2 years;
9. Prior two (2) years Federal 1040 income tax returns and all schedules and amended returns;
10. If own a business, prior two (2) years Federal 1120 or 1065 tax returns, most recent balance sheet; and profit and loss statements for any corporation in which you hold an interest. Year to date gross receipts for all businesses.
11. Copy of any foreclosure suit, other lawsuit or legal proceedings filed or pending within last year;
12. Copy of any personal injury suit, workmen's compensation suit or itemization of claim that you have against any third party;
13. Copy of any current personal or real property lease(s);
14. List of any prior addresses in last three (3) years and dates of occupancy;
15. List of payments totaling in excess of \$8,757.00 to any single creditor within the prior 90 days and the date(s) and amount(s) of payment(s) made;
16. Monthly family budget;
17. Copy of your driver's license and social security card; and,
18. A Credit Counseling Certificate received from an approved credit counseling agency within 180 days prior to filing and a copy of the debt repayment plan, if any, developed by the approved credit counseling agency for you. Go to [www.abacuscc.org](http://www.abacuscc.org) to take the course and use our Attorney Code ACC87470 when payment is requested.