

REQUIRED DOCUMENTS TO SEND TO LAURA MARGULIES, TRUSTEE

NO LATER THAN 7 DAYS PRIOR TO §341 MEETING OF CREDITORS

1. A copy of the last filed full federal and state income tax returns*
2. Copies of the last 60 days of pay advices and proof of all other sources of income in the last 60 days before the case filing (If debtor is married, include spouse's income even if the spouse has not filed).
3. If debtor(s) are unemployed and have no income or are self-employed, please file a Form Q with the Court
4. Property valuation for all real property owned.
5. A copy of the recorded deed to all real property owned.
6. Copy of bank statements for all accounts showing the balance as of the date of the case filing.
7. Copy of car title and a statement of blue book value if the debtor(s) bought a car within 6 months of the date of filing.
8. If claiming Tenants by the entirety exemption and the debtor owns real property with equity, send a copy of the debtor's credit report.

* If the debtor(s) was not required to file tax returns in over 10 years, you must file a motion with the Court exempting the debtor(s) from complying with that statute. Otherwise, if the debtor(s) has filed a return in the last 10 years, you are still required to submit a copy of the last filed return to the Trustee.

TO SEND DOCUMENTS ELECTRONICALLY

You can submit debtor's documents securely online. Please email Trustee@law-margulies with your full name, name of your law firm and your email address to receive the website link and authorization key.