



M. KARL HAWKINS, LLC
attorney at law

CHECKLIST OF ITEMS TO BRING TO YOUR APPOINTMENT

Thank you for choosing M. Karl Hawkins, LLC. In order to fully explain your options in bankruptcy, please bring copies of the items marked below to you next appointment. If you do not have some of these documents it is okay we can still meet and determine how to best move forward to accomplish your goals.

Provided

- Copies of current bank account statements (ie. savings, checking, CD's etc.)
- Copy of filed federal income tax returns for the last two (2) years.
- Copy of filed state income tax returns for the last two (2) years.
- Most recent personal property tax bill.
- Copies of all pay stubs or other evidence of income received during the last six (6) calendar months.
- If self-employed, last three (3) months of billing statements and a profit and loss statement for the last six (6) months, and six (6) months of bank account statements for all business accounts.
- Copies of all your bills including utilities. If you are unable to find a bill, please provide the name address of the person or company, your account number and the amount you still owe.
- Copies of all lawsuits and garnishments you have filed or have been filed against you.
- Copies of any judgments against you or that you have against anyone else.
- Statement from the county showing current status of your real estate/mobile home taxes.
- Copies of any deeds, mortgages, or other documents regarding any real estate, houses, mobile homes, lots and burial plots you own or are buying.
- Copies of any appraisals conducted in the most recent twelve (12) months regarding any real estate, mobile homes, or lots you own or are buying. If you do not have an appraisal, you do not need to get one.

Provided

- ___ Copies of any existing appraisals of any personal property or jewelry. If you do not have one, you do not need to get one.
- ___ Copies of recent life, home, and car insurance statements including declaration page.
- ___ Copies of current statements regarding: Educational IRAS/State Qualified Tuition Plans, 401(k) IRAS/KEOGH, pension/profit sharing plans, stock or corporate financial statements, partnerships or joint ventures, government or corporate bonds and investment or brokerage accounts.
- ___ Copy of divorce decree and martial settlement agreement and child support order, if any.
- ___ Copies of title to all vehicles, motorcycle, car, boat, truck or trailer you own.
- ___ Most recent statement for amounts owed on each vehicle.
- ___ Copies of any security agreements, contracts or documents regarding the purchase of any property including cars, trucks, or personal property. Date of purchase and interest rate.
- ___ Copy of all lease agreements including apartment, rent-to-own property, motor vehicle, etc.
- ___ Documents verifying interest in any future property such as estates or inheritance.
- ___ Copy (or case number) of any previous bankruptcy case filed within the past eight (8) years.
- ___ Copy of most recent statement for all student loans.
- ___ Copy of your social security card and driver's license or state identification.
- ___ Any documents relating to "disabled veterans" status.
- ___ Completed questionnaire
- ___ Other _____.