

Edward J. Maney, Esq.
CHAPTER 13 TRUSTEE
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TRUSTEE'S QUESTIONNAIRE

Case Number: _____

The Bankruptcy Court has appointed me as the Chapter 13 Trustee for your case. As your Trustee, I need certain information to process your bankruptcy. Note: If this is a joint case, then "you" means both debtors.

DOCUMENTS

The following documents **must** be submitted to the Trustee's office **before** your meeting of creditors or it will be continued to another day:

1. This completed and signed Questionnaire
2. Copies of your most recently filed state and federal income tax returns
3. Copies of 2 recent and consecutive paystubs for each job
4. Copies of your driver's license, or other government-issued id, and your social security card

You **must redact** all social security numbers and dependents' personal information on **tax returns**. The copies of your id documents will be used to confirm your identity during the meeting of creditors, after which they will be securely destroyed. **Do not redact the copies of id documents.**

Documents may be submitted by mail to the address listed above; by fax to the number listed above; or by email to docs@maney13trustee.com. Emailed attachments cannot be larger than 10 MB. For the security of your personal information, **do not email copies of id documents.**

PLAN PAYMENTS

Your first plan payment to the Trustee is due thirty (30) days after the date you filed your petition. **Do not** mail plan payments to the address listed above. Please review the instructions included with the questionnaire for payment options.

DEBTS

- (1) Do you owe a domestic support obligation, such as child support or spousal maintenance, including money coming due after you filed your case? No Yes
- (2) If you owe a current or past domestic support obligation, child support or spousal maintenance, give the name, mailing address, and telephone number of each person or entity owed
 - (a) _____
 - (b) _____

Failure to Provide the Full Mailing Address May Result in Your Meeting Being Continued.

RESIDENCE

(3) Did you reside in the State of Arizona for the entire two years before you filed your petition? No Yes

(4) If your answer to (3) is no, then list the States and dates of residence in which you resided for more than 90 days before moving to Arizona:

MARITAL STATUS

(5) Are you married, but your spouse did not join the bankruptcy petition? N/A or No Yes

(6) If your answer to (5) is yes, state why your spouse did not file with you:

INCOME & EXPENSES

(7) Are you self-employed or in business? (If yes, you must complete a Self-Employment Questionnaire and file monthly business operating statements. The Trustee will provide you with the form following your meeting of creditors.) No Yes

(8) If you are employed, did you receive from your employer a bonus of any kind within the past two years (e.g. Christmas, performance, profit sharing)? N/A or No Yes

(9) If you are employed, do you expect to receive a bonus of any type within the next three years? N/A or No Yes

(10) If your answer to (8) or (9) is yes, then describe each type of bonus, amount received or expected, and the date received or expected.

(11) Since you filed your case, has your income changed? No Yes

If yes, describe the change and amount: _____

You may have to file an amended Schedule I of income.

(12) Since you filed your case, have your expenses changed? No Yes

If yes, describe the change and amount: _____

You may have to file an amended Schedule J of expenses

TAX RETURNS

- (13) Have you filed all required State and Federal income tax returns? No Yes
- (14) If you have unfiled tax returns, for each return list the year and type of return:

ASSETS

- (15) Do you have any pending claim for an inheritance, personal injury, wrongful death, wrongful termination or discrimination, or any other claim, or are you a beneficiary of a trust? No Yes
- (16) If your answer to (15) is yes, describe:

TRANSFERS

- (17) Did you transfer any money or property to a family member in the 12 months before you filed your petition? No Yes
- (18) In the past 10 years, did you transfer any money or property to a trust? No Yes

CONTACT INFORMATION

The Trustee's office may need to contact you about your case. Please provide your contact information:

Debtor: _____
Home Phone: _____
Work Phone: _____
Cell Phone: _____
Email: _____

Joint Debtor: _____
Home Phone: _____
Work Phone: _____
Cell Phone: _____
Email: _____

I (We), the undersigned Debtor(s), declare under penalty of perjury, that our answers on this Questionnaire are true and correct.

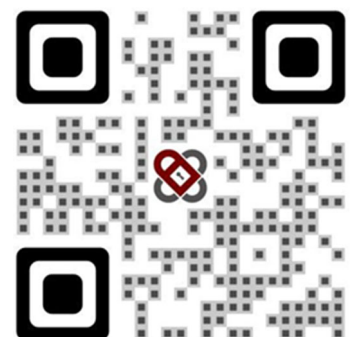
Debtor Signature: _____

Date: _____

Joint Debtor Signature: _____

Date: _____

**For 24/7 access to your case data,
sign up with the NDC by scanning
the QR Code to the right.**



DECLARATION FOR DEBTORS WITHOUT AN ATTORNEY

Debtor's Name: _____ Case No. _____

Joint Debtor's Name: _____ Telephone No. _____

Debtor(s) Address: _____

Case Trustee Name: _____ § 341(a) Meeting Date: _____

1. Did you pay someone to assist you in preparing your bankruptcy documents? Yes No

(If no, skip the rest of the questions and sign and date this document at the bottom)

2. Information about the person who assisted you in preparing your bankruptcy documents (hereinafter the "preparer"):

Name of Preparer: _____ Telephone No.: (____) _____

Company Name: _____ Fee Charged: _____

Address: _____

3. Amount Paid: \$ _____ Date of Payment: _____

4. Form of Payment: Cash Check Money Order/Cashiers' Check

Other (please describe): _____

5. Were you given a contract of services from the preparer? Yes No
If yes, please enclose a copy with this completed questionnaire.

6. Were you given a receipt for the money that you paid? Yes No
If yes, please enclose a copy with this completed questionnaire.

7. Was any amount paid to the preparer after the bankruptcy petition was filed? Yes No
If yes, how much? \$ _____.

8. Do you still owe any money to the preparer? Yes No
If yes, how much? \$ _____.

9. Did you give the preparer money for the Bankruptcy Court filing fee? Yes No
If yes, how much? \$ _____. Was payment made payable to the Bankruptcy Court? Yes No

10. Did the preparer give you the petition and schedules to review before you signed them? Yes No

11. If yes, did you find any errors? Yes No If so, were they corrected? Yes No

12. Was there an additional fee charged for any corrections or changes? Yes No
If yes, how much? \$ _____

13. Did you sign your own name on the petition and schedules? Yes No

14. Did anyone else assist you with the preparation of your petition and schedules in addition to the name of the person shown on your petition? Yes No

15. Did the preparer file your bankruptcy petition and schedules for you with the Court? Yes No

16. Did the preparer explain the differences between Chapter 7 and Chapter 13 to you? Yes No

17. Did the preparer explain reaffirmation? Yes No

18. Did the preparer explain the different exemptions to you? Yes No

19. At any time did you believe the preparer was an attorney? Yes No

If yes, when did you determine that they were not an attorney? _____

20. At any time did the preparer say or indicate he/she was working with an attorney or a retired attorney?

Yes No If yes, did you meet with the attorney? Yes No

What was the attorney's name? _____

21. Did the preparer direct you to omit information from your bankruptcy documents? Yes No

22. Were you directed by the preparer to put false information on your bankruptcy documents? Yes No

The false information is: _____

23. Did the preparer give you any written information about bankruptcy? Yes No

If so, what? _____

24. You engaged the services of the preparer as a result of: Newspaper advertisement Billboard

Telephone book advertisement Referral Other (specify) _____

25. Did the preparer charge you any fees for any other services? Yes No

26. If yes, were any of the following services performed by the preparer: deed your home to the preparer or another person ; have you sign a power of attorney ; get a reverse mortgage for you ; help with a short sale ?

27. Did the preparer tell you: to change where/how you paid your mortgage ; to stop talking to your attorney or the mortgage company ; the preparer would stop the foreclosure ; keep you in your home after foreclosure ; change/modify your home loan ?

Any other comments: _____

I declare under penalty of perjury that the foregoing is true and correct.

Signature (Debtor)

Date

Signature (Joint Debtor, if any)

Date

**PLEASE BRING THIS DOCUMENT TO YOUR CREDITORS
MEETING AND GIVE IT TO YOUR TRUSTEE**