

Pre-filing Instructions for IL residents (Page 1 of 2)

Thank you for coming in for a free consultation on a bankruptcy filing. This is a list of items we discussed during the consultation.

Social Security Card and Driver's License:

1. After filing, you will need to attend a meeting with a bankruptcy trustee. Before conducting the meeting, the trustee will ask to see your driver's license/State ID and Social Security card.
2. If you don't have your Social Security card, apply for a duplicate card now. You should have the duplicate card by the time the meeting is held.
3. If your driver's license is picked up when you received a traffic ticket, apply for a State ID card from the Secretary of State.

Transfers of Property:

1. Do not give away property or money in order to keep it out of the hands of creditors. You are entitled to claim some items of property as fully exempt from claims of creditors, regardless of the value, e.g., 401k or pension. Other exemptions are available to protect your equity in your home, car and other items of personal property.
2. Transfers to a relative, partner or a business you own can be voided by the trustee if they took place within 2 years of filing your bankruptcy, **unless** you sold it for market value. Such a sale should be fully documented, including how market value for the property was determined. The documentation will be needed if the trustee files suit against your buyer to recover the property or the value of the property.
3. Transfers to any other people may be voided within 90 days of your bankruptcy filing if you did not receive market value for the property.
4. Within one year of filing, you should not give a family member a gift of \$200 or more or donate \$100 or more to a charity.

Use of Credit Cards and Incurring Debt:

1. You can use your debit card to pay your bankruptcy filing fees and attorney fees, but cannot use your credit cards.
2. Do not take cash advances against your credit cards when you are planning to file bankruptcy. If you take cash advances within 70 days of filing bankruptcy totaling \$750 or more, you will not be entitled to a discharge of that debt.
3. Do not purchase any items on your credit cards when you are planning to file bankruptcy. If your purchases of \$500 or more within 90 days of filing bankruptcy are determined to be "luxury goods or services," by the court, you will not receive a discharge for that debt.

This is a communication from a debt relief agency.



**Loretta Kilday
Attorney at Law**

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Tax Returns and Paystubs

1. All tax returns for 4 years before filing bankruptcy need to be filed. Copies or transcripts of your returns must be sent to the trustee at least a week before the meeting with the trustee. File the returns even if you are unable to pay the taxes, interest or penalties.
2. If you haven't retained copies of your returns, transcripts can be ordered and mailed to your home. If transcripts need to be ordered, you should notify me before the case is filed.
3. Copies of 6 months of paystubs will also need to be sent to the trustee at least a week before the meeting. If you didn't retain copies, contact your employer for duplicates.

Credit Reports

1. You may want to order a copy of your credit report for 2 reasons: (a) to be sure that we list all debts in your bankruptcy, including any debt buyers and collection agencies; and (b) to check for possible identity theft. Debts incurred as a result of identity theft would be listed in your bankruptcy as disputed.
2. You are entitled to order a free copy of your credit report once a year.

Privacy

1. Documents filed in a bankruptcy case are public documents, but account numbers and Social Security numbers are redacted from the information accessible to the public.
2. Your children's names will not be included in any filings on your behalf.

Attorney/Client Relationship

1. This document is not intended not create an attorney/client relationship. That relationship is created by the signing of a retainer agreement.
2. Specific advice on whether a debt will be discharged or transaction will be voided will be given once documents you provide are analyzed.
3. When you are ready to file, you need to bring in copies of all your bills, collection letters, lawsuits, tax returns, paystubs and the retainer requested.

Receipt of copy of this 2 page list is acknowledged.

Signature

Date

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