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#### **CLIENT QUESTIONNAIRE**

Thank you for calling THE CARR LAW GROUP for legal assistance relating to your finances. Please complete this form so we can provide you with helpful and accurate advice.

Under the law, you must list each and every debt, including debts to friends and relatives, and debts you plan to keep. This means, for example, that if you have co-signed for your nephew's car loan, you need to list that loan. Similarly, you should list debts even if you think the creditor has written off the loan or if you think that someone else may pay the bill in the future (i.e. a medical bill that may be covered by insurance). **Please provide the most recent statement or letter received by each creditor.** 

How did you hear about us (Please check all that are relevant)?

www.avvo.com
Billboard
Phonebook
Newspaper ad
Google or Internet Search
Website
Friend/family Please list their name\_\_\_\_\_
Legal Zoom
Other:\_\_\_\_\_

Can we contact you by email? Y/N Email Address:\_\_\_\_\_\_
Do you have Hyatt/Metlife Legal Plan? If so, put Case #
here:

We also need the following:

- Pay stubs or reports from employer from last two months for all sources of income.
- Last two years' filed tax returns.
- Copy of any foreclosure, lawsuit, or divorce decree in which you are a party, within the last year.
- List (name and address) of all debts, including house/car loans, credit cards, medical, and collections.
- Copy of driver's license and Social Security card (or W-2/1099 for all persons filing bankruptcy.

Again, thank you for choosing THE CARR LAW GROUP. We will make every effort to see to it that your experience as our client is a pleasant one.

#### **Section 1- Basic Information**

# Part A. Name and Address First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Have you used any other names in the past eight years? O Yes O No If yes, please list other names used: Telephone Numbers/Email address: Home:\_\_\_\_\_ Work:\_\_\_\_\_ Your **email**: Social Security Number: \_\_ - \_ - \_ - \_ \_ \_ \_ Date of Birth: Current Address: City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_ County:\_\_\_\_ Have you lived in your current county for at least 6 months? Yes No Have you lived in Georgia for at least 2 years? O Yes O No If you answered "NO" to either of the questions above, please list your previous address: City: \_\_\_\_\_ State: \_\_\_\_ Zip: \_\_\_\_ County: \_\_\_\_ If you have a different **mailing address**, please list: Mailing Address: State: Zip: County: Part B. Name and Address of Spouse \*\*If you are filing jointly with your spouse, fill in the following information about your spouse: First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Has your spouse used any other names in the past eight years? O Yes O No If yes, please list all other names used: Telephone Numbers/Email address: Home:\_\_\_\_ Work: \_\_\_\_\_ Spouse email: Social Security Number: \_\_ \_ - \_ \_ - \_ \_ \_ \_ \_ Date of Birth: Address: (enter only if different address) \_\_\_\_\_\_ State: \_\_\_\_\_\_ Zip: \_\_\_\_\_ Country: \_\_\_\_\_

Have you filed a ba	nkruptcy case in the last 8 years?	Yes ON	No	
If <b>yes</b> , in v	which district of which state was the	case filed?		
Case Num	ber:			
Date Filed	:			
Are there currently business? Yes		ving you, y	our business, your spouse, or you spo	use's
If <b>yes</b> , nan	ne of debtor:			
Relationsh	ip to you:			
Case Num	ber:			
Part D. Debtors w	ho reside as Tenants of Residentia	l Property		
If you rent your pla If yes, plea	ho reside as Tenants of Residentia ce of residence, does a landlord hold ase provide the name and address of	l a judgmen	1:	
If you rent your pla  If yes, plea  Name:	ce of residence, does a landlord hold ase provide the name and address of	l a judgmen	l:	
If you rent your pla  If yes, ple  Name:  Address: _	ce of residence, does a landlord hold ase provide the name and address of	l a judgmen	l:	

## **Section 2- Property**

### Part A. Real Estate

List all real estate which you individually or jointly own, even if only a partial interest. This could include your primary residence, 2<sup>nd</sup> home, rental property, burial plot, undeveloped land, farm land, and time shares.

Address & Description of Property	List all mortgages, home equity loans, and other liens against the property	Estimated Value of Property	Owned by husband, wife, or joint? (H/W/J?)
Street Address:	1. Mortgage Company?		
	2. Total Current Balance?		
Description: (Exp: Primary residence; 2 acres)	<ul><li>3. What is your current interest rate on the loan?</li><li>4. What is your monthly payment?</li><li>Does payment include taxes and/or insurance?</li><li>Y/N (circle one)</li></ul>		
Street Address:	1. Mortgage Company?		
Description: (Exp: 2 <sup>nd</sup> home; 2 acres)	<ul> <li>2. Total Current Balance?</li> <li>3. What is your current interest rate on the loan?</li> <li>4. What is your monthly payment?</li> <li>5. Does payment include taxes and/or insurance?</li> <li>Y/N (circle one)</li> </ul>		

<sup>\*</sup>If you own additional property, please list the same information on a separate sheet of paper and attach it to this questionnaire.

#### Part B. Personal Property

For each type of property listed below, list any property of that category you own, and fill in the remaining information. The value is the price a retail merchant would charge for a property of that kind, considering the age and condition of that property (For instance, a used utility trailer might only be worth \$500, even though you paid \$1,000.00 for it). If someone else is in possession of the property, please let us know that in this form. If you leave it blank, we will assume you do not own this type of property. If you wish, you may write "none" in any column that does not apply.

Type of Property	Description and Location of Property (if not in your possession)	Value of Property
1. Cash on hand	•	
2. Checking/Savings Account: (List All)		
3. Security deposits held by utility companies or landlord		
4. Household goods, furniture, audio, video, and computer equipment		
5. Books, pictures, art, records, collectibles		
6. Clothing		
7. Furs and jewelry		
8. Sports, photographic, or hobby equipment, firearms		
9. Interest in insurance policies (specify refund or cancellation value)		
10. Annuities/Retirement Accounts (401(k), etc.)		
11. Interests in an education IRA		
12. Interests in pension or profit sharing plans		

Type of Property	Description and Location of Property (if not in your possession)	Value of Property
13. Stock and interests in incorporated/unincorporated business		
14. Interests in partnerships/joint ventures		
15. Bonds		
16. Accounts receivable		
17. Alimony/family support that you are entitled to		
18. Liquidated debts owed to you, including tax refunds		
19.Equitable or future interests or life estates		
20. Interests in estate of decedent of life insurance plan		
21. Other unliquidated claims (including tax refunds, counter claims)		
22. Patents, copyrights, other intellectual property 23. Licenses, franchises		
24. Customer list or other complications 25. Automobiles, trucks,		
trailers, and accessories		
26. Boats, Motors, accessories		

Type of Property	Description and Location of Property (if not in your possession)	Value of Property
27. Aircraft and accessories		
28. Office equipment, supplies		
29. Machinery and fixtures for business		
30. Inventory		
31. Animals (if any value)		
32. Crops: growing or harvested		
33. Farming equipment and implements		
34. Farm supplies, chemicals, feed		
35. Any other personal property not listed		

### **Section 3- Debts**

### Part A. Debts Secured by Property

Please list below all debts that you owe OR that creditors claim you owe that are secured by property (Example: House loans and Car loans).

Type of Debt	Creditor Information	Property Information	Co-signer, if any	Do you dispute the debt?
Home loan and/or Mortgage	1. Current Amount owed: \$ 2. Creditor Name:	1. Describe property:		Y/N
		2. Monthly Payment:\$		
2 <sup>nd</sup> Mortgage, if any	1. Current Amount owed: \$ 2. Creditor Name:	1. Describe property:		Y/N
ii any	2. Creditor Ivanic.	2. Monthly Payment: \$		
Car loan #1	1. Current Amount owed: \$	1. Describe property:		Y/N
	2. Creditor Name:	2. Monthly Payment:\$		
Car loan #2	1. Current Amount owed: \$	1. Describe property:		Y/N
	2. Creditor Name:	2. Monthly Payment:\$		
Other loans with	1. Current Amount owed: \$	1. Describe property:		Y/N
collateral	2. Creditor Name:	2. Monthly Payment:\$		
Other loans with	1. Current Amount owed: \$	1. Describe property:		Y/N
collateral	2. Creditor Name:	2. Monthly Payment:\$		

#### Part B. Credit Card Debts

Please list below all credit card debts that you owe OR that creditors claim you owe.

Type of Debt	Creditor Information	Co-signer, if any	Do you dispute the debt?
Credit card debts	Current Amount owed: \$      Creditor Name:		Y/N
Credit card debts	Current Amount owed: \$      Creditor Name:		Y/N
Credit card debts	Current Amount owed: \$      Creditor Name:		Y/N
Credit card debts	Current Amount owed: \$      Creditor Name:		Y/N

If you have additional credit cards, please list the same information on the back of this page, or attach an additional page.

Have you taken a cash advance against any of your credit cards in the last 6 months? Y/N (Circle one)

### Part C. Medical Debts

Please list below all medical bill debts that you owe OR that creditors claim you owe.

Type of Debt	Creditor Information	Co-signer, if any	Do you dispute the debt?
Unpaid medical	1. Current Amount owed: \$		Y/N
bills	2. Creditor Name:		
Unpaid medical	1. Current Amount owed: \$		Y/N
bills	2. Creditor Name:		

### Part D. Tax Debts

Please list below all unpaid tax debts that you owe OR that creditors claim you owe.

Type of Debt	Creditor Information	Co-signer, if any	Do you dispute the debt?
Unpaid taxes (IRS)	1. Current Amount owed:\$		Y/N
	2. Creditor Name:		
	3. Tax Year Debt is owed:		
Unpaid	1. Current Amount owed: \$		Y/N
taxes			
(State	2. Creditor Name:		
Taxes)			
	3. Tax Year Debt is owed:		

#### Part E. Child Support and/or Student Loan Debts

Please list below all Student Loan debts that you owe OR that creditors claim you owe.

Type of Debt	Creditor Information	Co-signer, if any	Do you dispute the debt?
Child Support	<ol> <li>Current Monthly Amount owed:\$</li> <li>Past Due Amount: \$</li> <li>Child Support Holder Name &amp; Address:</li> <li></li> </ol>		Y/N
Student loan	Current Amount owed:  \$  2. Creditor Name:		Y/N

Please list any other debts that you may have on a separate sheet of blank paper. Some examples of other debts are: 1) past due rent; 2) alimony or child support; 3) other bank loans; 4) business debts; 5) personal/family loans; 6) loans you have co-signed; 7) any other obligations you may have.

## **Section 4- Unexpired Leases and Contracts**

List below any leases or contracts that are that you are a party to, such as furniture, storage shed, or appliance leases (rent-to-own). Include residential, car and business leases, and service or business contracts.

Nature & Description of Contract	Name & Address of Other Party/Parties	Date the Contract Expires

#### **Section 5- Income**

Part A. Debtor's Income (Please provide

#### for the last 60 days, or a report that shows all of your paystubs for the last 60 days, or a report that shows all deductions) of your deductions) 1. What is your spouse's occupation?\_\_\_\_\_ 1. What is your occupation?\_\_\_\_\_ 2. Employer's Name: 2. Employer's Name: 3. How long employed there? \_\_\_\_\_ 3. How long employed there?\_\_\_\_\_ 4. What is the average gross amount of your check, before 4. What is the average gross amount of your spouse's taxes / other deductions are taken out? paycheck, before taxes/other deductions? 5. How often does your spouse get paid? 5. How often do you get paid? once a week/ every two weeks/ twice a month/ once a week/ every two weeks/ twice a month/ once a month/ or other\_\_\_\_ once a month/or other Do you receive any other income? Does your spouse receive any other income? a.) Business Income? If so, amount per month on a.) Business Income? If so, amount per month on average:\_\_\_ b.) Rental Income? If so, b.) Rental Income? If so, how much per month? \$\_\_\_\_\_ how much per month? \$\_\_\_\_\_ c.) Investments: Interest or dividends? If so, how much per c.) Investments: Interest or dividends? If so, how much month? \$\_\_\_\_\_ per month? \$\_\_\_\_\_ d.) Alimony or child support? If so, how much per month? d.) Alimony or child support? If so, how much per month? e. ) Social Security or other forms of monetary government e. ) Social Security or other forms of monetary government assistance? \$\_\_\_\_\_ assistance? \$\_\_\_\_\_ f.) Retirement or pension money? \$\_\_\_\_\_ f.) Retirement or pension money? \$\_\_\_\_\_

Part B. Spouse's Income (Please provide paystubs

Do you or your spouse have any other income not listed?

Do you expect your income to change in the next 6 months? If so, please explain:

### **Debtor's Current Monthly Income Calculation**

Fill in your monthly income for the categories below in the column labeled "Month 1." If your income for one of the below categories varies from month to month, complete the below chart by entering in your income for all six months. (ONLY COMPLETE THIS IF YOU HAVE MULTIPLE SOURCES OF INCOME AND/OR YOUR INCOME VARIED GREATLY OVER THE LAST 6 MONTHS)

Type of	Month	Month 2	Month	Month	Month	Month
<b>Income</b>	<u>1</u>	(2 months	<u>3</u>	4	<u>5</u>	<u>6</u>
	<u>(last</u>	<u>ago)</u>				
	month)					
Gross wages,						
salary, tips,						
bonuses,						
overtime, commissions						
Income from						
operation of						
business:						
a. Gross income						
- b. Expenses						
= c. Net Income						
Rent and other						
real property						
income:						
a. Gross income						
- b. Expenses						
= c. Net Income						
Interest, dividends, and						
royalties						
Pension and						
retirement						
income						
(not Social						
Security)						
Regular						
contributions						
from others to						
household						
expenses, including child						
support						
Unemployment						
compensation						
Social Security						
income						
Other sources						
not already						
mentioned						
Describe:						

### **Section 6- Current Expenses**

1.	Will you be filing bankruptcy jointly with your spouse? ○ Yes ○ No If yes, does your spouse live in a separate household? ○ Yes ○ No	
Indic	cate how much you pay for each item each month:	
2.	Primary Rent or Home Mortgage:	\$
	Does that amount include real estate taxes?	
	○ Yes ○ No If no, how much do you pay directly for taxes each year?	\$
	Does that amount include any homeowner's insurance?	
	Yes No If no, how much do you pay directly for insurance per year?	\$
3.	Are there additional mortgage payments?	
	○ Yes ○ No If yes, how much do you pay?	\$
4.	Utilities:	
	a. Electricity and heating fuel:	\$
	b. Water and sewer:	\$
	c. Telephone service/long distance/internet:	\$
	d. Do you have any other utility bills? If yes, describe and enter monthly amount below:	
		\$
		\$
		\$
5.	Food and housekeeping supplies	\$
6.	Childcare and children education costs	\$
7.	Clothing, laundry, and dry cleaning	.\$
8.	Personal care products and services	
9.	Medical and dental expenses	<u> </u>
10.	Transportation (do NOT include car payments)	<u> </u>
11.	Recreation, entertainment, newspapers, magazines, and books\$	
12.	Charitable contributions and religious donations	<u> </u>
13.	Insurance NOT deducted from wages or included in home mortgage paymestate property expenses: ( <b>Do not include amounts entered in Line 4 or I</b>	Line 20.)
	a. Life Insurance\$	
	b. Health Insurance\$ c. Auto Insurance\$	
	c. Auto Insurance	
14.	Payments to IRS/State for back taxes:	
		\$

<ol> <li>Alimony, maintenance, support, or court ordered payments paid to others.</li> <li>Payments for support of additional dependents not living at your home</li> <li>Other Real Estate Property expenses NOT included with Rent or Home Mortgage Property (Do not include amounts entered in Line 4 Or Line 5.)         <ol> <li>Mortgage payments on other Real Estate Property</li> <li>Taxes on other Real Estate Property</li> </ol> </li> </ol>	
<ul> <li>a. Mortgage payments on other Real Estate Property_</li> </ul>	\$
<ul> <li>a. Mortgage payments on other Real Estate Property_</li> </ul>	\$
h Tayes on other Peal Estate Property	\$
b. Takes on other hear Estate Property	\$
c. Other Real Property, Homeowner's, or Renter's Insurance	\$
d. Home maintenance (including repairs and upkeeps)	\$
escribe any increase or decrease in expenses you expect to occur within the	ne next vear:

# <u>Section 7 – Statement of Financial Affairs</u>

If you are filing jointly with your spouse, include information about both you and your spouse. Please answer every question as accurately as possible.

1.	What is your current marital status	? (Please circle one): N	Married or Unmarried.			
2.	During the last 3 years, have you lived anywhere other than where you live now? If yes, list all locations you have lived in the past 3 years. Do not include your current address.					
Pro	evious Addresses	Dates From-	Γο (Ex: Sept 2016-Sept. 2017)			
3.	Within the last 8 years, have you lift yes, please list the state you lived you.		_			
	State (where you lived)		Name of Spouse			
4.	List the total amount of income th including part-time activities, dur	•	•			
	, , , , , , , , , , , , , , , , , , ,	ing time your una time	two previous years.			
Debto	r (You)	Amount Earned	Source			
Debto	,	·	Source			
Debto	r (You)	Amount Earned \$	Source			
Debto	r (You)  This Year (Since January 1st):	<u>Amount Earned</u> \$  \$	Source			
	This Year (Since January 1st):  Last Year (Jan 1st – Dec. 31st):	<u>Amount Earned</u> \$  \$	Source			

Last Year (Jan  $1^{st}$  – Dec.  $31^{st}$ ):

Year Before Last (Jan 1 – Dec 31): \$\_\_\_\_\_

3.	businesses and jobs, if any (Exam) withdrawal, unemployment, food	ples: Soc. Secu	rity; Disability	
Debto	or (You)			
		Amount Earn	ed Source	2
	This Year (Since January 1st):	\$		
	Last Year (Jan 1 <sup>st</sup> – Dec. 31 <sup>st</sup> ):	\$		
	Year Before Last (Jan 1 – Dec 31):	\$		
Spous	se (if applicable)	Amount Earn	<u>ed</u>	<u>Source</u>
	This Year (Since January 1 <sup>st</sup> ):	\$		
	Last Year (Jan 1 <sup>st</sup> – Dec. 31 <sup>st</sup> ):	\$		
	Year Before Last (Jan 1 – Dec 31):	\$		
6.	Have you paid anyone <u>\$600</u> or mo or No.	re within the <b>j</b>	past <u>90</u> days? (	Please circle one): Yes
Name	and Address of Person Paid	Date Paid	Amount Paid	Amount Still Owed
7.	Have you made any payments to a within the past year? (Please circle	•		at you owed money to
Name	and Address of Person/ Relationship	Date Paid	Amount Paid	Amount Still Owed
8.	Have you made any payments or t family member or friend within th	-	- •	
Name	and Address of Person/ Relationship	Date Paid	Amount Paid	Amount Still Owed

9. Have you been involved in any lawsuit, administrative proceeding, or court action within the last year?

(Please circle one): Yes or No.

Case Title and Number Civil or Criminal? Name and Address of Court Status

10. Has any of your property been repossessed, foreclosed, seized or taken from you in any way, within the last year? (Please circle one): Yes or No.

If so, please list who, when, what was taken and value of property:

11. Within the last 90 days, has your bank taken money that was owed to them out of your bank account?

(Please circle one): Yes or No.

Name & Address of Bank who took the money Date Action was Taken Amount Taken

12. Within the last year, has any court assigned someone to take possession of any of your property?

(Please circle one): Yes or No.

13. In the past 2 years, have you gifted anything of value over \$600 to another person? (Please circle one): Yes or No.

Name & Address of Person Receiving Gift Description of Gift Date Gift was Given Amount

14. In the past 2 years, have you given over \$600 to a charity? Yes or No.

Name & Address of Charity Description of Gift Date Gift was Given Amount

15. In the last year, have you lost anything due to gambling, theft, fire, or other disaster? Yes or No?

Description of Property<br/>andDescription of any Insurance<br/>CoverageValue of<br/>Date of LossProperty Lost

<u>How Loss Occurred</u> <u>(include amount insurance has</u>

paid)

<b>16. Within the last year,</b> bankruptcy? Yes or	• •	id anyone	(other t	han our fir	m) to l	help you file
Name & Address of Person Amount Paid	on Paid	<u> </u>	oate Pay	ment was N	<u>1ade</u>	
17. In the last year, have or get rid of debts?			_		ou sett	tle, consolidate
Name & Address of Person Amount Paid	on Paid	Date Pay	ment w	as Made		
18. In the last 2 years, he property to anyone?	• /	,			estate o	r personal
Person who Received and Relationship	Description and	Value of Pro	<u>perty</u>	Date T	ransfer v	was Made
19. In the past 10 years,	have you tra	nsferred a	ny prop	perty into a	trust?	Yes or No?
Name of Trust	Description/V	alue of Prop	<u>erty</u>	Date 7	<u> Fransfer</u>	was Made
20. In the last year, have sold, or transferred?	•		•	ur name be	een mo	ved, closed,
Name & Address of Bank	<del></del>	e of count	<u>Da</u>	ate of Actio	<u>n</u>	Last remaining Balance of Account
21. In the past year, hav If yes, please list all b	•	n owner of	any sa	fe deposit k	ooxes?	Yes or No.
Name & Address of Bank	Who else had ac	ccess to it?	Content	t <u>s</u>	<u>Do yo</u>	u still have it?
22. In the past year, hav Yes or No? If yes,	e you stored a		rty in a	storage un	it or of	ther location?
Name & Address of Storage F	acility Who e	lse has acces	s to it?	Contents	<u>Do yo</u>	u still have it?

23. Do you control any property that another person owns? (Includes property that you borrowed, are storing for, possess or have title to.) Yes or No.

Owner's Name & Address Where is the property? Describe the Property Value

**24.** If you own real estate, have you been made aware that the property has an **environmental issue?** Yes or No or N/A? If yes, please list all below:

Name and Address of Site Governmental Unit Environmental Law Date of Notice

25. In the past 4 years, have you have you owned any part of or been involved in any business? Yes or No? If yes, please list all below:

Name &	Description of	Name of	<u>Employer</u>	<u>Dates</u>
<u>Address</u>	<b>Business</b>	Accountant	<u>Identification</u>	<b>Business</b>
Of Business			<u>Number</u>	<b>Existed</b>

**26.** Within the last year, have you given a Personal Financial Statement to anyone or any financial institution? Yes or No?

If yes, please list all below:

Name & Address of Person/Bank Date Given