

**LAW OFFICE OF  
ANDREW S. BISOM**

8001 Irvine Center Drive, Suite 1170  
Irvine, CA. 92680  
(714) 643-8900 (Tel)  
(714) 643-8901 (Fax)  
abisom@bisomlaw.com  
www.andrewsbisom.com

**Bankruptcy Questionnaire**

Name: (First) \_\_\_\_\_ (Middle) \_\_\_\_\_ (Last) \_\_\_\_\_

Spouse: (First) \_\_\_\_\_ (Middle) \_\_\_\_\_ (Last) \_\_\_\_\_

Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Spouse's Social Security # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

DOB: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Spouse's DOB: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Home Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Work Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Cell Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Cell Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Have you or your spouse used any other names in the last 6 years? Yes \_\_\_\_\_ No \_\_\_\_\_ If so please list:

\_\_\_\_\_

Addresses for the last two years (Give dates):

\_\_\_\_\_

Have you ever filed Bankruptcy before? \_\_\_\_\_ Court Case No. \_\_\_\_\_

Date of filling: \_\_\_\_\_ Date of Discharge: \_\_\_\_\_

Judge: \_\_\_\_\_ Court: \_\_\_\_\_

**Schedule A**  
(Real Estate)

Do you own Real Estate Property? (If not go to personal property)

Is the property your residence? \_\_\_\_\_, If so, what is It's value? \_\_\_\_\_

State Address of the Property: \_\_\_\_\_

\_\_\_\_\_

**Name and Address of 1<sup>st</sup> Mortgage Holder:** \_\_\_\_\_

Monthly Payment Due Date: \_\_\_\_\_ Account No.: \_\_\_\_\_

Monthly Payment: \_\_\_\_\_ Number of Payments Past Due: \_\_\_\_\_  
\_\_\_\_\_

Loan Balance: \_\_\_\_\_ Date Account Opened: \_\_\_\_\_

**Name and Address of 2<sup>nd</sup> Mortgage Holder:** \_\_\_\_\_

Monthly Payment Due Date: \_\_\_\_\_ Account No.: \_\_\_\_\_

Monthly Payment: \_\_\_\_\_

Number of Payments Past Due: \_\_\_\_\_

Loan Balance: \_\_\_\_\_

Date Account Opened: \_\_\_\_\_

Is there a foreclosure sale date set on any of your properties? \_\_\_\_\_ If so please provide the following:

Trustee name: \_\_\_\_\_ Trustee Sale #: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Sale Date: \_\_\_\_\_ Time: \_\_\_\_\_ Location of Sale: \_\_\_\_\_

**Schedule B**  
(Personal Property)

Your Property Provide detailed Description. What is it? Where is it?	Who Owns It? Husband Wife Joint Community	Market Value of Property?	Your Ownership? Share (%,\$)	Value of Liens (Claims Against property)	Amount Of Equity	Exempt? If so, put exemption amount; If not write "No"
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Cash on Hand  (Please Indicate Source)						
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Checking and Savings Accounts  (Please Indicate Bank)						
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Security Deposits						
Household goods, supplies and furnishings.						
Books, pictures, art objects; stamp, coin, and other collections.						
Wearing Apparel						
Jewelry						
Firearms, sports equipment and other hobby equipment.						
Interest in Insurance policies.						
Annuities.						
Pension or Profit-Sharing Plans.						

Stock and Interests in Incorporated and Unincorporated Companies.						
Interests in Partnerships.						
Government and Corporate Bonds & Other Negotiable & Non-Negotiable Instruments.						
Accounts Receivable.						
Family Support (To Which you are or may be Entitled)						
Other Liquidated Debts owing Debtor, including Tax refunds.						
Equitable & Future Interests, life estates & Rights or Powers.						
Interests in an Estate of a Debtor, Including Tax Returns.						
Other Contingent & Un-liquidated Claims.						

Patents, Copy Rights & Other Intellectual Property.						
Licenses, Franchises & Other General Intangibles.						
Automobiles, Trucks, Trailers & Other Vehicles. Year/ Make / Model						
Boats, Motors, & Accessories.						
Aircraft & Accessories.						
Office Equipment, Furnishings & Supplies.						
Machinery, Fixtures, Equipment & Supplies.						
Inventory.						
Livestock, Poultry & Other Animals.						

Crops.						
Farming Equipment & Implements.						
Farm Supplies, Chemicals & Feed.						
Other Personal Property.						

### Schedule D

State the name, mailing address, including zip code, and account number, if any, of all entities holding claims secured by property of the debtors as of the date of filing of the petition. List creditors holding all types of secured interests such as judgment liens, garnishment, statutory liens, mortgages, deeds of trust, and other security interests.

Creditor's Name and Mailing Address Including Zip Code.	C O D E B T O R S	Hus Or Wife Or Joint	Date Claim was Incurred, Nature of Lien, and Description & Market Value of Property Subject to Lien.	C O N T I G E N T	U N L I Q U I D A T E D	D I S P U T E D	Amount of Claim without Deducting Value of Collateral.	Unsecured Portion, if any.
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			Value \$					

			Value \$				
			Value \$				
			Value \$				
			Value \$				

### Schedule E

#### Unsecured Priority Claims

Property Taxes: \$ \_\_\_\_\_ Year: \_\_\_\_\_ Address:

\_\_\_\_\_

Current? Yes No

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Taxes Owed? Year: \_\_\_\_\_ IRS: \$ \_\_\_\_\_ State: \$ \_\_\_\_\_ Other: \_\_\_\_\_ \$ \_\_\_\_\_

Year: \_\_\_\_\_ IRS: \$ \_\_\_\_\_ State: \$ \_\_\_\_\_ Other: \_\_\_\_\_ \$ \_\_\_\_\_

Year: \_\_\_\_\_ IRS: \$ \_\_\_\_\_ State: \$ \_\_\_\_\_ Other: \_\_\_\_\_ \$ \_\_\_\_\_

Year: \_\_\_\_\_ IRS: \$ \_\_\_\_\_ State: \$ \_\_\_\_\_ Other: \_\_\_\_\_ \$ \_\_\_\_\_

Year: \_\_\_\_\_ IRS: \$ \_\_\_\_\_ State: \$ \_\_\_\_\_ Other: \_\_\_\_\_ \$ \_\_\_\_\_

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## Schedule G

(Executory contracts and Unexpired Leases) real or personal property leases (i.e. Car leases, Timeshares, etc...)

Name and Address of leasing Party: \_\_\_\_\_

Account number \_\_\_\_\_ Balance \_\_\_\_\_ Value \_\_\_\_\_

Name and Address of leasing Party: \_\_\_\_\_

Account number \_\_\_\_\_ Balance \_\_\_\_\_ Value \_\_\_\_\_

Name and Address of leasing Party: \_\_\_\_\_

Name and Address of leasing Party: \_\_\_\_\_

Account number \_\_\_\_\_ Balance \_\_\_\_\_ Value \_\_\_\_\_

Name and Address of leasing Party: \_\_\_\_\_

Account number \_\_\_\_\_ Balance \_\_\_\_\_ Value \_\_\_\_\_

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Debtor

Spouse

Marital Status:

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Age:

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Occupation:

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Length of Employment:

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Employer Name:

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Employer Address:

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**Dependents**

Name:

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Age:

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Relationship:

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Name:

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Age:

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Relationship:

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## Your Income

Debtor

Spouse

Current monthly gross (before taxes and deductions) wages, salary, commissions (Pro-rate if not paid Monthly)		
Estimated monthly overtime		
Payroll Taxes and Deductions		
Insurance Deducted		
Union Dues Deducted		
Other Payroll Deductions-Specify		
Regular monthly income from business, professionalism, or farm (attach a detailed statement)		
Monthly income from real property		
Monthly Interest from dividends		
Alimony, maintenance, or support payments (amount received monthly for debtor's or debtor's dependants)		
Social Security or government assistance		
Pension or retirement		
Other monthly income		
Describe any increase or decrease of more than 10% in any previous category anticipated to occur in the year following this filling		

List the total amount of gross income (before taxes and deductions you received for the last 6 months		
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## Your Expenses

Average Monthly

Debtor

Spouse

Rent or home mortgage payment Does this include real estate taxes? Does this include property insurance?		
Electricity and heating fuel		
Water and Sewer		
Telephone		
Cell Phone		
Internet		
Cable		
Other Utilities		
Home maintenance		
Food		
Clothing		
Laundry and dry cleaning		
Medical and dental expenses		

Transportation (not including car payments) ex. Gasoline, etc...		
Recreation, clubs and entertainment, newspapers, etc...		
Charitable Contributions		
Homeowner's or renter's insurance		
Life insurance		
Health insurance		
Auto insurance		
Other insurance - specify		
Taxes not deducted from wages or in home mortgage payments		
Installment auto payments		
Other installment payments not included in the chapter13 plan		
Alimony, maintenance, and support paid to others		
Payments for dependents not living at your home		
Operation expenses of business, profession or farm		
School expenses		
Other expenses		

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## Statement of Financial Affairs

1. Gross income from employment or operation of business

Enter each income source for the past two years. Specify the amount and fiscal year

Sources (Name and address)	Amount	Fiscal period
Year to Date:		
Last Year		
Prior Year		

2. Income other than from employment or operation of business.

Enter sources of any other income during the past two years. Specify the amount of income and fiscal year.

Sources (Name and address)	Amount	Fiscal period

3a. List payments made to any creditor totaling more than \$600.00 during the last 90 days.

Creditors(names and addresses)	Dates of payments	Amount Paid	Amount still owed

3b. List payments made to insider creditors during the last year.

Creditor (names and addresses)	Dates of payments	Amount Paid	Amount still owed




Were you sued or did you sue anybody in the last 12 months? \_\_\_\_\_

If yes, list the following on the back of this sheet: caption of the suit, case number, nature of proceeding, court and location.

4. List any property garnished, attached or seized during the last year by a creditor

Creditor name and address property	Date of seizure	Description and value of
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5. List any repossessions, foreclosures and voluntary returns during the last year.

Creditor name and address property	Date of seizure	Description and value of
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6a. Describe any assignments of property for the benefit of creditors made within the last 120 days.

On the back of this sheet list the name and address of assignee, date of assignment and terms.

6b. List all property which has been in the hands of a custodian, receiver, or court-appointed official during the past year.

On the back of this sheet list the name and address of custodian, name and location of court, case title and number, date of order, description and value of property.

7. List all gifts or charitable contributions made during the last year except ordinary and usual gifts to family members totaling less than \$200 per family member and \$100 per charitable recipient.

Recipient (Name and address)      Relationship (if any)      Date of gift      Description and value of gift


8. List all losses from fire, theft, other casualty or gambling during the past year.

On the back of this sheet list the description and value of property, circumstances of loss, if loss was covered by insurance (give particulars) and date of loss.

9. List all payments made or property transferred by or on behalf of the debtor to any persons including attorneys, for consultation concerning debt consolidation, relief under the bankruptcy law or preparation of a petition in bankruptcy during the past year.

Payee (name and address)      Date of payment, Payor      Amount paid or value of property transferred


10. List all other property, other than property transferred in the ordinary course of the business or financial affairs of the debtor, transferred either absolutely or as security during the past year to creditor of family member.

Transferee & Relationship      Date      Describe property transferred, and value received


11. List all financial accounts and instruments held by or for the benefit of the debtor which were closed, sold or otherwise transferred in the past year. Include checking, savings, or other financial accounts, CD's, shares and share accounts held in banks, credit unions, pension funds, brokerage houses, etc.....

Institution (name and address)

Account type & number  
Amount of final balance

Amount & Date of sale or closing

Institution (name and address)	Account type & number Amount of final balance	Amount & Date of sale or closing

12. List each safe deposit or other box or depository in which you have had valuables within the past year.

Institution (name and address)  
surrender

Who has access?

Description of contents

Date of Transfer or

Institution (name and address) surrender	Who has access?	Description of contents	Date of Transfer or

13. List all setoffs (money taken from an account to repay a loan at the same bank as where your money has been deposited) made by any creditor, including a bank, against a debt of the debtor within the past 90 days.

Creditor (name and address)

Date of setoff

Amount of setoff

Creditor (name and address)	Date of setoff	Amount of setoff

14. List all property OWNED by another person that the debtor (you or your spouse) holds or controls.

Owner (name and address)

Description & value of property

Location of property

Owner (name and address)	Description & value of property	Location of property

15. If you have moved within the last TWO years, list all premises occupied and vacated during that period.

Address	Names used	Dates of occupancy

Note: There are additional questions for corporate debtors and for any individual debtor who has been, within the past two years, any of the following: an officer, director, managing executive, or owner of more than 5 % of the voting securities of a corporation; a partner, other than a limited partner; a sole proprietor or otherwise self-employed.

The following questions are to be completed by any debtors and for any individual debtor who has been, within the past two years, any of the following: an officer, director, managing executive, or owner of more than 5 % of the voting securities of a corporation; a partner, other than a limited partner; a sole proprietor or otherwise self-employed.

(An individual or joint debtor should complete this portion of the statement ONLY if the debtor has been in business, as defined above, within the two years immediately preceding the commencement of this case.)

16. Spouses and former spouses.

If the debtor resides or resided in a community property state, commonwealth, or territory (including Alaska, Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Puerto Rico, Texas, Washington, or Wisconsin) within eight years immediately preceding this bankruptcy case, provide the name of the debtor's spouse and of any former spouse who resides or resided with the debtor in the community property state.

17. Nature, location and name of business.

- a. If the debtor is an individual, list the names and addresses of all businesses in which the debtor was an office, director, partner, or managing executive of a corporation, partnership, sole partnership, or was a self-employed professional within the two years immediately preceding the commencement of this case, or in which the debtor owned 5 % or more of the voting or equity securities within the two years immediately preceding the commencement of this case.
- b. If the debtor is a partnership, list the names and addresses of all businesses in which the debtor was a partner or owned 5 % or more of voting securities, within the two years immediately preceding the commencement of this case.
- c. If the debtor is a corporation, list the name and addresses of all businesses in which the debtor was a partner or owned 5 % or more of the voting securities within the two years immediately preceding the commencement of this case.

Business (name and address)	Nature of Business	Beg/End dates of operation
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17. Books, records and financial statements

- a. List all bookkeepers and accountants who within the six years immediately preceding the filing of this bankruptcy case kept or supervised the keeping of books of account and records of the debtor.

Auditors (name and address)

Dates services rendered


- b. List all firms or individuals who at the time of the commencement of this case were in possession of the books of accounts and records of the debtor. If any of the books and records are not available, explain.

Name

Address


- c. List all financial institutions, creditors and other parties, including mercantile and trade agencies, to whom a financial statement was issued within the two years immediately preceding the commencement of this case by the debtor.

Name and address

Date Issued


18. Inventories

- a. List the dates of the last two inventories taken of your property, the name of the person who supervised the taking of each inventory, and the dollar amount and basis of each inventory.

Date of inventory

Inventory Supervisor

Dollar Amount of Inventory


b. List the name and address of the person having possession of the records of each of the two inventories reported on a.

Date of inventory

Custodian (name and address)


19. Current partners, officers, directors and shareholders

a. If the debtor is a partnership, list the nature and percentage of partnership interest of each member of the partnership.

Members (names and addresses)

Nature of interest

Percentage of interest


b. If the debtor is a corporation, list all officers and directors of the corporation and each person with whom directly or indirectly owns, controls, or holds more than 5 % of the voting securities of the corporation.

Name and address

Title

Nature and % of stock ownership


20. Former partners, officers, directors and shareholders

- a. If the debtor is a partnership, list each member who withdrew from the partnership within one year immediately preceding the commencement of this case.

Name	Address	Date of withdrawal

- b. If the debtor is a corporation, list all officers and directors whose relationship with the corporation terminated within one year immediately preceding the commencement of this case.

Name and address	Title	Date of termination

21. Withdrawals from a partnership or distributors by a corporation to an insider. \*attach separate sheet, if necessary.

If the debtor is a partnership or corporation, list all withdrawals or distributions credited or given to an insider, including compensation in any form, bonuses, loans, stock redemptions, options exercised and any other perquisite during one year immediately preceding the commencement of this case.

Recipient (name & address) Relation to debtor	Date & purpose of withdrawal	Amount of money or description and value of property.