

**OFFICE OF
CHAPTER 13 STANDING TRUSTEE
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****NOTICE****

Set forth below is a list of the items, in addition to the Petition and Schedules, we will be checking/reviewing at the 341 meeting of creditors under BAPCPA:

1. **60 days of paystubs filed with the court. [11 U.S.C. §521(a)(1)(B)(iv)]**
2. **Credit counseling certificate. [11 U.S.C. §521(b)(1)]**
3. **Statement of Current Monthly Income and Calculation of Commitment Period and Disposable Income (Form B22C). [11 U.S.C. §521(a)(1)(B)(v)]**
4. **At least seven (7) days before the meeting of creditors, we must receive a copy of debtor's Federal tax returns for the most recent tax year ending immediately before the commencement of the case and for which a return was filed, including any attachments, or a transcript of the return. [11 U.S.C. §521(e)(2)]**
5. **At least one (1) day before the meeting of creditors, debtor must file with the appropriate tax authorities (Federal, state and local) all returns for all taxable periods ending during the 4-year period ending on the petition filing date. [11 U.S.C. §1307(e) and §1308(a)]**
6. **AT THE MEETING OF CREDITORS, DEBTOR WILL BE REQUIRED TO HAVE THE FOLLOWING DOCUMENTS:**
 - (a) **a current picture identification issued by a government unit (e.g. driver's license, passport, non-driver's ID) and original evidence of social security number (e.g. SS card, W-2 Statement). [Interim Rule 4002(b)(1)(A) and (B)]**
 - (b) **evidence of current income, such as most recent pay stub. [Interim Rule 4002(b)(2)(A)] Self-employed debtors must bring completed Business Questionnaire**
 - (c) **statements for each depository and investment account, including checking, savings, and money market accounts, mutual funds and brokerage accounts for the time period that includes the filing of the petition. [Interim Rule 4002(b)(2)(B)]**
 - (d) **documentation of monthly expenses claimed by debtor when required by 11 U.S.C. §707(b)(2)(A) or (B). [Interim Rule 4002(b)(2)(C)]**
 - (e) **fair market value statement for all real property owned [required pre-BAPCPA].**
 - (f) **proof of all mortgage balances for all property owned [required pre-BAPCPA].**
 - (g) **proof of property insurance for all property owned [required pre-BAPCPA].**
 - (h) **proof of auto insurance for all vehicles owned and/or leased [required pre-BAPCPA].**