

Appointment

Milby Law Offices, P.A.

___ Wichita
___ Derby
___ U-call

NEW BANKRUPTCY CLIENT INFORMATION SHEET

CONFLICT CHECK (OFFICE USES ONLY): Client 1 Client 2

Client's name: _____

Address: _____

City, State, Zip: _____

SS#: _____

DOB: _____

Phone #: _____

Place of employment: _____

Work phone #: _____

Client's name: _____

Address: _____

City, State, Zip: _____

SS#: _____

DOB: _____

Phone #: _____

Place of employment: _____

Work phone #: _____

Email address we can use to communicate with you: _____

How did you hear about us?

Yellowbook Facebook Avvo.com Christian Business Directory

Google YP Internet: www. _____

Referred By: _____

Estimated minimum amount to next appointment \$ _____

****Ms. Milby strongly advises that if you utilize social media in any way, that you set your privacy settings to the highest level possible. Any information that can be obtained through social media is not private, can eliminate any attorney/client privilege with regards to that information and can be used against you by anyone with adverse interests****

INITIAL BANKRUPTCY CONSULTATION FORM

This form does not obligate you to file a bankruptcy nor does it create an attorney client relationship.

**PLEASE ANSWER THE FOLLOWING QUESTIONS SO THAT WE CAN
BETTER ADVISE YOU REGARDING BANKRUPTCY**

Have you ever filed for bankruptcy before? Yes_____ No_____

If yes, when was the bankruptcy filed? (list all applicable dates) _

Has your spouse ever filed for bankruptcy before? Yes_____ No_____

If yes, when was the bankruptcy filed? (list all applicable dates) _

How many people live in your home (count everyone, even if they are not related to you) _

What is your primary source of income?

__Wages __Social Security Other: _____

Are you self-employed? Yes_____ No_____

What is your spouse's primary source of income?

__Wages __Social Security Other: _____

Is your spouse self-employed? Yes_____ No_____

Do you have anyone else living in your home that has income? Yes_____ No_____

Are you anticipating any change in your income (either a decrease or increase income) in the near future? Yes___ No___

If so, please explain: _____

Are you anticipating filing for divorce? Yes No

How long have you lived in Kansas? _____years _____months

If you have lived outside of Kansas for the last two years, in what state did you reside prior to moving to Kansas? _____

During what period of time did you live in this state? _____to _____

Consultation Agreement and Acknowledgement of Receipt of Disclosures and Instructions

This agreement entered into on this _____ day of _____, 201____, by and between _____, (hereinafter referred to as the "Client" whether one or more) and Milby Law Offices, P.A. (hereinafter the "Attorney").

Client has requested the opportunity to consult with and obtain information from the Attorney regarding obtaining relief from debts, including relief from debts by filing bankruptcy under the United States Bankruptcy Code. This agreement is for purposes of that consultation only. If at the end of the initial consultation, the parties agree that the Attorney is to provide any additional services short of being retained to file a bankruptcy, the parties shall attach an addendum to this contract setting forth the additional services the Attorney is to provide to the Client, the obligations of the Client, and the Attorney's fees for such services. If the Client retains the Attorney to file a bankruptcy, the parties shall execute a separate contract setting forth the fees and other terms of such representations. Until such contract is executed, no attorney-client relationship is created and attorney shall take no action on behalf of Client. With respect to the consultation, the parties agree as follows:

Client initials

1. The fee for the consultation is \$00.00. _____
2. Attorney shall provide the Client the following services:
 - a. Analyze the client's financial circumstances based on the information provided by the Client.
 - b. To the extent possible, based on the information provided by the Client, advise the Client of the Client's bankruptcy options and non-bankruptcy options.
 - c. If the Client has not provided the Attorney with sufficient information upon which to fully advise the Client on the Client's options, inform the Client what information the Client needs to provide to enable the Attorney to provide such advice and information.
 - d. Advise the client of the requirements placed upon the Client to file either a Chapter 7 or Chapter 13 bankruptcy.
 - e. To the extent possible, quote the Client an estimated fee for the Attorney's services to provide bankruptcy assistance or other legal services to the Client.
3. The Client acknowledges that the first date upon which the Attorney has offered to provide any bankruptcy assistance is this date, and that the Attorney provided the Client with the:
 - a. Notice to Client Who Contemplates Filing Bankruptcy, the Statement Mandated by Section 527(b) of the Bankruptcy Code, and the Instructions on Providing Information Required to File Bankruptcy;
 - b. Notice mandated by Section 342(b)(1) and 527(a)(1) of the Bankruptcy Code;
 - c. Notice mandated by Section 527(a)(2) and 342(b)(2) of the Bankruptcy Code;
 - d. Notice mandated by Section 528 of the Bankruptcy Code.

Dana Manweiler Milby, P.A.

/s/ Dana Manweiler Milby
By: Dana Manweiler Milby

Client

Date

Client

Date

Certificate of the Debtor

I (We) the debtor(s), affirm that I (we) have received and read the notices required Under 11 U.S.C. 342(b), 342(b)(2), 527(a)(2) and 527(b).

Printed Name of Debtor

Date

Signature of Debtor

Printed Name of Debtor

Date

Signature of Debtor

Instructions On Providing Information Required by Bankruptcy Law

You are required to provide certain information to the court when you file bankruptcy. It is our obligation to make diligent inquiry of you so as to obtain information to include in your bankruptcy petition. Attached are forms designed to obtain the necessary information. Please carefully read and follow these instructions.

1. READ AND FILL OUT THE FORMS COMPLETELY, ACCURATELY AND NEATLY
2. DO NOT LEAVE BLANKS. If a particular blank does not apply to you, put "N/A" in the blank. By doing so we will know that you did not mistakenly overlook it.
3. You agree to list **ALL** of your property on the Long Questionnaire.
4. You agree to list **ALL** of your debts on the Long Questionnaire.
 - a) You must list debts that will not be discharged, such as student loans and child support.
 - b) You must list debts that you intend to pay.
 - c) You must list debts that you cosigned for someone else or that someone else cosigned for you.
 - d) You must list debts to family members
5. Attach additional sheets if you do not have sufficient space to include all of the information.
6. In determining the amount you owe each creditor list the amount on your most current statement or correspondence from the creditor. In rare cases your ability to file Chapter 7 may depend on how much debt you owe. In those cases we will assist you in determining how much you owe each creditor.
7. If a creditor is still communicating with you, use the address supplied by the creditor in at least 2 communications over the last 90 days. **Do not use the address to which you send payments.** Use the correspondence address. Keep all mailings from your creditor so we can keep up with any changes in the creditors' addresses and prove, if necessary, that we used the appropriate addresses.
8. List the account number, if any, for each debt.

Debt Counseling Requirement. You are not eligible to file a bankruptcy unless you receive an individual or group briefing from an approved nonprofit budget and counseling agency. That briefing must outline your opportunities for available credit counseling and assist you in performing a related budget analysis. It must occur within 180 days prior to filing the bankruptcy. It can take place on the internet or by telephone. If you have not yet received the counseling and you want our assistance, we will help you make the arrangements for it.

**PLEASE INITIAL BELOW TO INDICATE THAT YOU HAVE
READ AND UNDERSTAND THE ABOVE INSTRUCTIONS**

In addition to the information set out in these forms, you must file the following documents of information with your petition, or when specified, while your case is pending.

1. Copies of all pay stubs, payment advices, or other evidence of payment received within 60 days before the date of filing of the petition by you from any employer.
2. A statement of the amount of monthly net income itemized to show how the amount is calculated.
3. A statement disclosing any reasonably anticipated increase in income or expenditures over the 12-month period following the date of the filing of the petition.
4.
 - a. A certificate from an approved nonprofit budget and credit counseling agency describing the individual group briefing received by you.
 - b. If you developed a debt repayment plan as a result of the briefing, a copy of the plan.
5. A record of any interest you have in an educational individual retirement account or under a qualified state tuition program.
6. A copy of your federal income tax return, or a transcript of the return, for the most recent year ending immediately before we file your case and for which you filed the return.
7. If the court, the United States Trustee, or any other party to your case request it, you must file with the court:
 - a. A copy of each federal income tax return, or transcript of the return, required for each year while your case is pending at the same time filed with the IRS.
 - b. A copy of each required federal income tax return that had not been filed with the IRS when you case is filed and that you subsequently file for any tax year for the three years preceding the date we file your case.
 - c. A copy of each amendment to any federal income tax return or a transcript of each amendment filed with the court pursuant to paragraphs (a) and (b).
8.
 - a. In a Chapter 13 case at certain intervals in your case, you must provide a statement, under penalty of paying, or your income and expenditures during the previous tax year, and of your monthly income, the statement must show how income, expenditures, and monthly income are calculated.
 - b. The statement set out above must disclose the amount and services of your income, the identity of any person responsible with you for the support of your dependents, and the identity of any person who contributes to the household in which you reside.
9. A document that establishes your identity, including a driver's license, passport, or such other document containing your photograph, or such other personal identification establishing your identity.