

United States Bankruptcy Court
Western District of Washington

Chapter 7 Debtor(s) Requirement to Send Documents to the Trustee

IMPORTANT INFORMATION - Please Read

In addition to the documents you are required to file with the court, there are other documents that you are required to provide to the trustee assigned to your case. The trustee's name and address is on the Notice of Chapter 7 Bankruptcy Case, Meeting of Creditors and Deadlines.

The trustee will conduct a § 341 meeting of creditors in your case at the date, time and location noted on the Notice of Chapter 7 Bankruptcy Case, Meeting of Creditors and Deadlines. You must attend this meeting, at which creditors may appear and ask questions regarding your financial affairs and property.

Chapter 7 debtors are required to provide **COPIES** of the following documents (or a written statement that the documentation does not exist or is not in your possession) to the trustee at least 7 days prior to the first date set for the § 341 meeting of creditors.

1. Your **Federal income tax return** for the most recent tax year ending immediately before the filing of your bankruptcy petition and for which a Federal income tax return was filed, including any attachments, or a transcript of the tax return.
2. **Statements** for each of your checking, savings and investment accounts, including money market accounts, mutual funds and brokerage accounts for the time period that includes the date of the filing of the petition.
3. **Payment advices** or other evidence of payment (i.e., pay stubs and/or earnings statements) received from an employer within 60 days before the filing of your bankruptcy petition.
4. An **original signed declaration** attached to the front of the documents listed above. The declaration attached to this notice contains the required language. If you have a joint case, both debtors must sign the declaration.

Notice: If you fail to provide these documents to the trustee at least 7 days before your § 341 meeting of creditors, your case may be **DISMISSED**.

Additional Documentation: The trustee may request that you provide additional documents, depending upon your case. In addition to the duties described in this notice, you may also have other duties to perform that are not listed here.

If any of the documents listed in this notice are filed with the court, the court will not forward them to the trustee. It is the debtor's responsibility to send these documents directly to the trustee. For further information, please refer to the bankruptcy court's web site at www.wawb.uscourts.gov.

UNITED STATES BANKRUPTCY COURT
WESTERN DISTRICT OF WASHINGTON

In re

Bankruptcy Case No.

Debtor(s)

Declaration Re: Debtor's Required Documents for Trustee

I/we declare under penalty of perjury that the attached documents are true copies of the originals.

Please check the documents from the following list that are attached to this declaration.

- Federal Income Tax Return
- Payment Advices (i.e., Pay Stubs and/or Earning Statements)
- Checking, Savings or Investment Account Statement(s)
- Other (please explain) _____

Debtor's Printed Name

Debtor's Signature

Date

Joint Debtor's Printed Name
(If any)

Joint Debtor's Signature
(If any)

Date