

UNITED STATES BANKRUPTCY COURT

Western District of Washington

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

IMPORTANT INFORMATION – Please Read

This notice contains important information about documents you must provide to the bankruptcy trustee. These documents are required for each bankruptcy debtor, in addition to the documents that must be filed with the bankruptcy court.

PLEASE CONTACT YOUR TRUSTEE AT THE PHONE NUMBER ABOVE, OR VISIT THE COURT'S WEBSITE AT <https://www.wawb.uscourts.gov/united-states-trustee> , FOR DIRECTIONS ON HOW TO SEND DOCUMENTS TO THE TRUSTEE IN A SAFE AND SECURE MANNER.

Due 7 days prior to the first date set for the § 341 meeting of creditors: You 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. A clear copy of (1) your **government-issued photo identification**, and (2) **evidence of your Social Security number** or a written statement that you have no Social Security number.
2. 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.
3. **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.
4. **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 the bankruptcy petition.
5. 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 filed a joint bankruptcy case with your spouse, 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 additional documents depending upon your case, and you may also have other duties to perform that are not listed here. For additional information about § 341 meetings of creditors, please visit <https://www.justice.gov/ust/moc>.

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Western District of Washington

Case Name:

Case No.:

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