

ROBERT E. EGGMANN
CHAPTER 7 TRUSTEE IN BANKRUPTCY
2227 ILLINOIS ROUTE 157
EDWARDSVILLE, IL 62025
618.222.1900 (Telephone)
314.854.8660 (Fax)
reetrustee@carmodymacdonald.com (E-Mail)

I enclose herewith a letter and questionnaire that I ask that you provide to your client. Please keep in mind that I must have the information required by the Bankruptcy Abuse Prevention and Consumer Protection Act of 2005 and my questionnaire at least seven days prior to the 341 Meeting. If I do not have such information, it may be necessary to continue the 341 Meeting.

In addition, if your client has listed a Domestic Support Obligation, I must have the last known address for the party that is owed the Domestic Support Obligation at or before the 341 Meeting. I will be unable to conclude the 341 Meeting without such address.

Sincerely,

/s/ Robert E. Eggmann

ROBERT E. EGGMANN
Chapter 7 Trustee in Bankruptcy

CREDITORS MEETING CHECKLIST

Use this page as a checklist for those items that are necessary for me to review at the first creditors meeting to determine if your case is an asset or no asset case. Please send the following items to my office at least **ONE WEEK** before the first meeting or creditors to avoid a continuation.

****PLEASE NOTE:** This information should be provided to me via postal mail, via fax, or via email. **I DO NOT ACCEPT HAND DELIVERIES.**

Copies of your **pay stubs** for the six (6) months prior to the filing of your bankruptcy.

Copies of your 2016 and 2017 federal and state **tax returns**.

A copy of your **bank statements** that cover the date that you filed bankruptcy.

If you have any judgments in your favor, or are in the midst of legal proceedings seeking damages for yourself, send copies of **pleadings and correspondence**. Please provide the name, address, and telephone number for the attorney handling the case.

If you own your home, please send the latest **tax statement** with the assessed current real market values of the property.

If you have listed your home for **sale** within the last year, send a copy of the **listing agreement**. Do not continue to list for sale or sell any real property unless first abandoned by me.

If you own your vehicle(s), send a copy of the **title** for each.

If someone close to you has passed away and you may be an heir, be prepared to discuss the matter. Entitlements or other property rights resulting from someone's death within 180 days after bankruptcy are estate assets and must be reported to me.

If you have been **garnished** within 90 days prior to filing bankruptcy, please inform me of the total amount which has been seized.

If you have an **insurance policy** on your personal property, please send a copy of this.

If you have **transferred any credit card account balances** within the last six months, please provide the date, the amount, and which account was paid.

If any tax refunds or other checks (other than payroll) **exceeding \$400.00** in total amount were due to you as of your filing date, you are **NOT AUTHORIZED TO CASH OR DEPOSIT SUCH CHECKS WITHOUT MY PRIOR WRITTEN APPROVAL**. Be prepared to deliver such checks to me without negotiation or endorsement. Likewise, you are **not authorized to sell your property** without my prior knowledge and permission.

DEBTOR QUESTIONNAIRE FOR 341(a) FIRST MEETING

You must complete the following questionnaire before you testify. Fill in the correct response.

My/Our true name(s) is/are:

First _____ Middle _____ Last _____

First _____ Middle _____ Last _____

I/We have lived continuously in Illinois for the last twelve (12) months. Yes No

Net wage due to me/us as of the date of filing: \$ _____

I/We held cash and coins in the amount of \$ _____.

My/Our actual bank accounts and balances are as follows at the date of filing:

Bank: _____ Account # _____ Balance: \$ _____

Bank: _____ Account # _____ Balance: \$ _____

Bank: _____ Account # _____ Balance: \$ _____

Bank: _____ Account # _____ Balance: \$ _____

Bank: _____ Account # _____ Balance: \$ _____

I/We have a rental deposit of \$ _____. Refundable Non-Refundable

I/We have borrowed from relatives or in-laws within the last 18 months. Yes No

If yes, state from whom: _____

I/We have transferred money or property to relatives or in-laws over the last 18 months which would amount to a total value of **\$600.00 or more**. Yes No

If yes, state to whom: _____

I/We have listed all payments which would apply under **Paragraphs 3a and 3b** of the **Statement of Affairs** (Note: Insiders include relatives and in-laws). Yes No

If not, list here: _____

I/We have listed all of the garnishments seized during the 90 days prior to my bankruptcy filing.
Yes No

If not, list here: _____

Under penalty of perjury, I/we hereby re-certify the accuracy of my/our schedules, subject only to the revisions and additional information noted above.

Signature: _____

Signature: _____

IMPORTANT:

**PROOF OF
INDENTIFICATION**

**EACH INDIVIDUAL DEBTOR IS REQUIRED TO
PROVIDE THE TRUSTEE AT THE HEARING:**

1. ORIGINAL picture identification

AND

2. ORIGINAL proof of Social Security number.

Acceptable picture identification:

- 1) A valid driver's license,
- 2) A government ID,
- 3) A state picture ID,
- 4) A student ID,
- 5) A United States passports,
- 6) A military ID, OR
- 7) A resident alien card.

The United States Trustee must approve any other form of ID.

Acceptable proof of Social Security number:

- 1) A Social Security card,
- 2) A medical insurance card that includes the Debtor's SSN,
- 3) A pay stub that indicates the Debtor's SSN,
- 4) A W-2 Form,
- 5) An IRS Form 1099, OR
- 6) A Social Security Administration Report.

The United States Trustee must approve any other form of proof.