

Client Questionnaire for Individual or Joint Debtors

Section 1 Basic Information

Part A. Name and Address

Name: _____
Last First Middle

Telephone Number Home: _____ Work: _____

Have you used any other names in the past eight years? No Yes **If yes, list other names:**

Social Security Number: ____ - ____ - ____

Driver's License No.: _____ Exp. Date: _____ Date of Birth: _____

Address: _____

City: _____ State: _____ Zip: _____

County: _____

Have you lived at this address for at least 180 days (6 months)? No Yes

Have you lived at this address for at least 730 days (2 years)? No Yes

If you answered no to either of the questions above, please list your previous address:

Address: _____

City: _____ State: _____ Zip: _____

County: _____

If you have a different mailing address, please list:

Mailing Address: _____

City: _____ State: _____ Zip: _____

Part B. Name and Address of Spouse

If you are filing jointly with your spouse, fill in the following information about your spouse:

Name: _____
Last First Middle

Has your spouse used any other names in the past eight years? No Yes **If yes, list other names:**

Social Security Number: ____ - ____ - ____

Driver's License No.: _____ Exp. Date: _____ Date of Birth: _____

Address: **(if different from your address):** _____

City: _____ State: _____ Zip: _____ County: _____

Part C. Prior/Pending Bankruptcy Cases

Has a bankruptcy case been filed by you or against you in the last 8 years? No Yes

If yes, in which district of which state was the case filed? _____

Case Number: _____ Date filed: _____

Are there currently any bankruptcy cases pending against you, your business, your spouse, or your spouse's business? No Yes

If yes, name of debtor: _____ Relationship to you: _____

Case Number: _____ Date filed: _____ Judge: _____

In which district of which state was the case filed? _____

Exhibit "C" to the Voluntary Petition

Do you own or have possession of any property that poses or is alleged to pose a threat of imminent and identifiable harm to public health or safety? No Yes (If yes, please attach a list and description of the property.)

Debtors Who Reside as Tenants of Residential Property

If you rent your home, does a landlord hold a judgment against you? No Yes

If yes, please provide the name and address of the landlord:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Section 2 Assets

Part A. Real Estate (Schedule A)

List all real estate which you own or are a joint owner of, even if you still owe money on the property.

Address of property	Owned by Husband, Wife, or Joint	Value	% ownership, or \$ amount, if you are not sole owner

Part B. Personal Property (Schedule B)

For each type of property listed below, indicate whether you own any property of that category, and, if you do, fill in the remaining information. You can think of the value as the replacement value. For property acquired for personal or family use, replacement value is the price a retail merchant would charge for a property of that kind, considering the age and condition of that property.

Type of Property	Yes/No	Description & Location	Husband, Wife, or Joint	Value
1. Cash on hand				
2. Checking/Savings Account, Certificates of deposit, other bank accounts				
3. Security deposits held by utility companies, landlord				
4. Household goods, furniture, including audio, video, and computer equipment		{List on separate piece of paper. Please include values for each item.}		

Type of Property	Yes/ No	Description & Location	Husband, Wife, or Joint	Value
5. Books, pictures, art objects, records, compact discs, collectibles				
6. Clothing				
7. Furs and jewelry				
8. Sports, photographic, hobby equipment, firearms				
9. Interest in insurance policies-specify refund or cancellation value				
10. Annuities				
11. Interests in an education IRA, as defined in 26 USC § 530(b)(1)				
12. Interests in pension or profit sharing plans				
13. Stock and interests in incorporated/unincorporated business				
14. Interests in partnerships/joint ventures				
15. Bonds				
16. Accounts receivable				
17. Alimony/family support to which you are entitled				
18. Other liquidated debts owed to you, including tax refunds				
19. Equitable or future interests or life estates				
20. Interests in estate of decedent or life insurance plan or trust				
21. Other contingent/unliquidated claims, including tax refunds, counterclaims, lawsuits, etc.				

Type of Property	Yes/ No	Description & Location	Husband, Wife, or Joint	Value
22. Patents, copyrights, other intellectual property				
23. Licenses, franchises				
24. Customer List or other compilation				
25. Automobiles, trucks, trailers, and accessories.				
26. Boats, motors, and accessories				
27. Aircraft and accessories				
28. Office equipment, supplies				
29. Machinery, fixtures etc. for business				
30. Inventory				
31. Animals				
32. Crops-growing or harvested				
33. Farming equipment and implements				
34. Farm supplies, chemicals, feed				
35. Other personal property of any kind not listed.				

Section 3 Debts

List below all debts that you owe, or that creditors claim that you owe. If you have no information to report for that type, check the "NONE" box.

Type of Debt	1. Creditor Name and Address 2. Account Number, if any 3. Date when debt was incurred	Amount owed	What is debt for? Is debt secured by any property?	Do you dispute the debt?	Monthly payment amount & Number of months left
Home loans/ mortgages <input type="checkbox"/> NONE					
Car loans <input type="checkbox"/> NONE					
Other bank loans <input type="checkbox"/> NONE					
Personal loans <input type="checkbox"/> NONE					
Student loans <input type="checkbox"/> NONE					

Type of Debt	1. Creditor Name and Address 2. Account Number, if any 3. Date when debt was incurred	Amount owed	What is debt for? Is debt secured by any property?	Do you dispute the debt?	Monthly payment amount & Number of months left
Unpaid credit cards , (Visa, Am Ex, MasterCard, Discover, Department Store) – <i>continue on next page if necessary</i> <input type="checkbox"/> NONE					
Finance Company Loans <input type="checkbox"/> NONE					

Type of Debt	1. Creditor Name and Address 2. Account Number, if any 3. Date when debt was incurred	Amount owed	What is debt for? Is debt secured by any property?	Do you dispute the debt?	Monthly payment amount & Number of months left
Personal Guarantees <input type="checkbox"/> NONE					
Cash Advances (from credit cards) <input type="checkbox"/> NONE					
Unpaid medical bills <input type="checkbox"/> NONE					
Unpaid rent <input type="checkbox"/> NONE					
Unpaid taxes <input type="checkbox"/> NONE					
Unpaid alimony or child support <input type="checkbox"/> NONE					
Unpaid service fees <input type="checkbox"/> NONE					

Type of Debt	1. Creditor Name and Address 2. Account Number, if any 3. Date when debt was incurred	Amount owed	What is debt for? Is debt secured by any property?	Do you dispute the debt?	Monthly payment amount & Number of months left
All other unpaid debts/bills <input type="checkbox"/> NONE					

Section 4 Unexpired Leases and Contracts (Schedule G)

List below any leases or contracts that are still current that you are a party to. Include residential, car and business leases, and service or business contracts.

Nature and Description of Contract	Name and Address of Other Party or Parties	Date that Contract Expires

Section 5 Current Income

Be as complete and accurate as possible. If you are married and not filing jointly, and your spouse is living with you, include information about your spouse. If you are separated and your spouse is not filing with you, do not include information about your spouse.

Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed	List all dependents of you and your spouse, their ages, and their relationship to you:		
	Name	Age	Relationship

	Debtor	Joint Debtor/Spouse
1. Employed, yes or no?	\$ _____	\$ _____
Occupation	\$ _____	\$ _____
Employer's Name	\$ _____	\$ _____
Employer's Address	\$ _____	\$ _____
	\$ _____	\$ _____
How long employed there?	\$ _____	\$ _____
2. List monthly gross wages, salary, and commissions (before all payroll deductions)	\$ _____	\$ _____
3. Estimate any monthly overtime pay	\$ _____	\$ _____
5. List all payroll deductions:		
a. Tax, Medicare, and Social Security deductions	\$ _____	\$ _____
b. Mandatory contributions for retirement plans	\$ _____	\$ _____
c. Voluntary contributions for retirement plans	\$ _____	\$ _____
d. Required repayments of retirement fund loans	\$ _____	\$ _____
e. Insurance	\$ _____	\$ _____
f. Domestic support obligations	\$ _____	\$ _____
g. Union dues	\$ _____	\$ _____
h. Other deductions. Specify: _____	\$ _____	\$ _____
8. List all other income regularly received:		
a. Net income from rental property, operating a business, profession or farm Attach statement showing gross receipts, ordinary and necessary business expenses, and the total monthly net income	\$ _____	\$ _____
b. Interest and dividends	\$ _____	\$ _____
c. Family support payments that you, a non-filing spouse, or a dependent regularly receive Include alimony, spousal support, child support, maintenance, divorce settlement, and property settlement	\$ _____	\$ _____
d. Unemployment compensation	\$ _____	\$ _____
e. Social Security	\$ _____	\$ _____
f. Other government assistance you regularly receive	\$ _____	\$ _____
g. Pension or retirement income	\$ _____	\$ _____
h. Other monthly income. Specify:		
11. State all other regular contributions to the expenses you listed on Schedule J	\$ _____	\$ _____
12. Do you expect an increase or decrease within the year after you file this form? <input type="checkbox"/> No <input type="checkbox"/> Yes		
If yes, Explain: _____		

Section 6 Current Expenses

Do you and your spouse maintain separate households? No Yes. If so, fill one page out for your household and another for your spouse's.

Indicate how much you pay for each item each month...

1. Your rent or home mortgage \$ _____
If not included in line 1:
 - a. Real estate taxes \$ _____
 - b. Property, homeowner's or renter's insurance \$ _____
 - c. Homeowners' association or condominium dues \$ _____
2. Additional mortgage payments, such as home equity loans \$ _____
3. Utilities:
 - a. Electricity, heat, natural gas \$ _____
 - b. Water, sewer, garbage collection \$ _____
 - c. Telephone, cell phone, Internet, satellite and cable \$ _____
 - d. Other. Specify: _____ \$ _____
4. Food and housekeeping supplies \$ _____
5. Childcare and children's education costs \$ _____
6. Clothing, laundry and dry cleaning \$ _____
7. Personal care products and services \$ _____
8. Medical and dental expenses \$ _____
9. Transportation (Gas, maintenance; not car payments) \$ _____
10. Entertainment, clubs, recreation, newspapers, magazines \$ _____
11. Charitable contributions and religious donations \$ _____
12. Insurance (Not deducted from paycheck)
 - a. Life insurance \$ _____
 - b. Health insurance \$ _____
 - c. Auto insurance \$ _____
 - d. Other insurance Specify: _____ \$ _____
13. Tax payments (Not deducted from paycheck) \$ _____
14. Installment or lease payments:
 - a. Car payments for Vehicle 1 \$ _____
 - b. Car payments for Vehicle 2 \$ _____
 - c. Other. Specify: _____ \$ _____
 - d. Other. Specify: _____ \$ _____
15. Alimony, maintenance, support paid to others not reported as deducted from your paycheck \$ _____
16. Payments for support of others who do not live with you \$ _____
17. Other. Specify: _____ \$ _____
18. Do you expect an increase or decrease within the year after you file this form? No Yes
If yes, Explain: _____

Section 7 ~~8~~ Non-Dischargeable Debts

Summary list of non-dischargeable debts:

1. Certain types of tax debts, including income tax debt
2. Any debt incurred through fraud
3. Undisclosed debt
4. Debt owed for fraud or defalcation while acting in a fiduciary capacity
5. Debt owed to spouse, former spouse or child
6. Debt owed for willful and malicious injury to another or property of another
7. Government fine, penalty or forfeiture
8. Debt owed for death or personal injury due to operating a vehicle while intoxicated
9. Debt that could have been discharged in another prior case of the debtor, or was denied discharge in a prior bankruptcy case of debtor
10. Debt owed for fraud or defalcation while acting in a fiduciary capacity, associated with a depository
11. Debt owed for malicious or reckless failure to fulfill any commitment owed to a federal depository institution
12. Restitution owed under title 18, United States Code
13. Any debt owed that was incurred in order to pay tax debts
14. Debt related to court costs
15. Student loan debt

Do you or your spouse, if applicable, have any of the debts listed above? No Yes

If yes, please list:

1. Creditor Name and Address 2. Account Number, if any 3. Date when debt was incurred	Amount of debt	Description of type of non-dischargeable debt. Is debt secured by any property?

Section 8 Statement of Financial Affairs

If you are filing jointly with your spouse, include information about both you and your spouse. If you are filing under chapter 12 or 13, and you are married and not separated, you must provide information about your spouse even if you are not filing jointly.

If you have no information to report for a question, check the "NONE" box.

1. Income from employment or operation of business

State your gross income from employment or operation of a business: If you have not received an income from employment during the **two years** immediately preceding this calendar year, check this box:

NONE

<u>Period</u>	<u>\$ Amount</u>	<u>Source</u>	<u>Husband/Wife</u>
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January 1 of this year through
date of commencement of case

Last year, (January 1 - December 31)

The year before last,
(January 1 - December 31)

2. Income other than from employment or operation of business

State the amount of income received other than from employment or operation of business during the **two years** immediately preceding the commencement of this case:

NONE

<u>Period</u>	<u>\$ Amount</u>	<u>Source</u>	<u>Husband/Wife</u>
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During the last year

Year before last

3. Payments to creditors

a. *If your debts are primarily consumer debts*, list all payments on loans, installment purchases of goods or services, and other debts, aggregating more than \$600 to any creditor made within **90 days** immediately preceding the commencement of this case. Indicate with an asterisk (*) any payments that were made on account of a domestic support obligation, or that were made as part of an alternative repayment plan.

NONE

<u>Name and Address of Creditor</u>	<u>Dates of Payments</u>	<u>Amount paid</u>	<u>Amount still owed</u>
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b. *If your debts are **not** primarily consumer debts*, list each payment or other transfer, aggregating more than \$5,475 to any creditor made within **90 days** immediately preceding the commencement of this case.

NONE

<u>Name and Address of Creditor</u>	<u>Dates of Payments</u>	<u>Amount paid</u>	<u>Amount still owed</u>
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c. *All debtors.* List all payments made within **one year** immediately preceding the commencement of this case to or for the benefit of creditors who are or were "insiders". ("Insiders" include your relatives, your business partners and their relatives, your corporations, or your affiliates.)

NONE

<u>Name and Address of Creditor and Relationship to You</u>	<u>Dates of Payments</u>	<u>Amount Paid</u>	<u>Amount Still Owed</u>
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4. Suits, executions, garnishments and attachments

a. List all suits and administrative proceedings to which you are or were a party within **one year** preceding the filing of this case.

NONE

<u>Caption of Suit and Case Number</u>	<u>Nature of Proceeding</u>	<u>Court or Agency and Location</u>	<u>Status or Disposition</u>
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b. Describe all property that has been garnished, seized, or attached under any legal or equitable process within **one year** immediately preceding the commencement of this case.

NONE

<u>Name and Address of Person/Company for Whom the Property Was Seized (Creditor)</u>	<u>Date of Seizure</u>	<u>Description and Value of Property</u>
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5. Repossessions, foreclosures, and returns

List all property that has been repossessed by a creditor, sold at a foreclosure sale, transferred through a deed in lieu of foreclosure, or returned to the seller, within **one year** immediately preceding the commencement of this case.

NONE

<u>Name and Address of Creditor</u>	<u>Date of Repossession, Foreclosure, Transfer or Return</u>	<u>Description and Value of Property</u>
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6. Assignments and receiverships

a. Describe any assignment of property for the benefit of creditors made within **120 days** immediately preceding the commencement of this case.

NONE

<u>Name and Address of Assignee</u>	<u>Date of Assignment</u>	<u>Terms of Assignment/Settlement</u>
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b. List all property which has been in the hands of a custodian, receiver, or court-appointed official within one year immediately preceding the commencement of this case.

NONE

<u>Name and Address of Custodian</u>	<u>Name and location of Court, Case Title and Number</u>	<u>Date of Order</u>	<u>Description and Value of Property</u>
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7. Gifts

List all gifts or charitable contributions made within **one year** immediately preceding the commencement of this case except ordinary and usual gifts to family members aggregating less than \$200 in value per individual family member and charitable contributions aggregating less than \$100 per recipient.

NONE

<u>Name and Address of Recipient</u>	<u>Relationship to You, if Any</u>	<u>Date of Gift</u>	<u>Description and Value of Gift</u>
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8. Losses

List all losses from fire, theft, gambling or other casualty within **one year** immediately preceding the commencement of this case **or since the commencement of this case**.

NONE

<u>Description and Value of Property</u>	<u>Description of Circumstances and Amount Covered by Insurance, if Any</u>	<u>Date of Loss</u>
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9. Payments related to debt counseling or bankruptcy

List all payments made or property transferred by or on behalf of the debtor to any persons, including attorneys, for consultation concerning debt consultation, relief under the bankruptcy law or preparation of the petition in bankruptcy within **one year** immediately preceding the commencement of the case.

NONE

<u>Name and Address of Payee</u>	<u>Date of Payment</u>	<u>Name of Person Who Paid, if Not You</u>	<u>Amount of Money/ Description and Value of Property</u>
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10. Other transfers (including sale of your property)

a. List all other property, other than property transferred in your ordinary course of business or financial affairs, transferred either absolutely or as a security within **two years** immediately preceding the commencement of this case.

NONE

<u>Name and Address of Transferee and Relationship to you</u>	<u>Date of Transfer</u>	<u>Description of Property Transferred and Value Received</u>
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b. List all property you transferred within **10 years** immediately preceding the commencement of this case to a self-settled trust, or a similar device of which you are the beneficiary.

NONE

Name of Trust or Similar Device	Date of Transfer	Amount of Money or Description and Value of Property or Interest
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11. Closed financial accounts

List all financial accounts and instruments held in your name or for your benefit which were closed, sold, or otherwise transferred within **one year** immediately preceding the commencement of this case.

NONE

Name and Address of Institution	Type and Number of Account & Final Balance	Amount and Date of Sale or Closing
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12. Safe deposit boxes

List each safe deposit or other box or depository in which you have or have had securities, cash, or other valuables within **one year** immediately preceding commencement of this case.

NONE

Name and Address of Bank or Other Depository	Name and Address of Those With Access to Box or Depository	Description of Contents	Date of Transfer, if Any
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13. Setoffs

List all setoffs made by any creditor, including a bank, against a debt or deposit of yours within **90 days** preceding the commencement of this case.

NONE

Name and Address of Creditor	Date of Setoff	Amount of Setoff
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14. Property held for another person

List all property that you hold or control that is owned by another person.

NONE

Name and Address of Owner	Description and Value of Property	Location of Property
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15. Prior address of debtor

If you have moved within the **three years** immediately preceding the commencement of this case, list all residences during the last three years, excluding your present address.

NONE

Address	Your Name at the Time	Dates of Occupancy
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16. Spouses and Former Spouses

If you reside or resided in a community property state, commonwealth, or territory (including Alaska, Arizona, California, Idaho, Louisiana, Nevada, New Mexico, Puerto Rico, Texas, Washington, or Wisconsin) within the **eight-year period** immediately preceding the commencement of the case, identify the name of your spouse and of any former spouse who resides or resided with you in the community property state.

NONE

Name _____

17. Environmental Information.

a. List the name and address of every site for which you received notice in writing by a governmental unit that it may be liable or potentially liable under or in violation of an Environmental Law. Indicate the governmental unit, the date of the notice, and, if known, the Environmental Law:

NONE

<u>Site Name and Address</u>	<u>Name and Address of Governmental Unit</u>	<u>Date of Notice</u>	<u>Environmental Law</u>
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b. List the name and address of every site for which you provided notice to a governmental unit of a release of Hazardous Material. Indicate the governmental unit to which the notice was sent and the date of the notice.

NONE

<u>Site Name and Address</u>	<u>Name and Address of Governmental Unit</u>	<u>Date of Notice</u>	<u>Environmental Law</u>
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c. List all judicial or administrative proceedings, including settlements or orders, under any Environmental Law with respect to which you are or were a party. Indicate the name and address of the governmental unit that is or was a party to the proceeding, and the docket number.

NONE

<u>Name and Address of Governmental Unit</u>	<u>Docket Number</u>	<u>Status or Disposition</u>
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18. Nature, location and name of business

a. If the debtor is an individual, list the names, addresses, taxpayer identification numbers, nature of the businesses, and beginning and ending dates of all businesses in which the debtor was an officer, director, partner, or managing executive of a corporation, partnership, sole proprietorship, or was a self-employed professional within the **six years** immediately preceding the commencement of this case, or in which the debtor owned 5 percent or more of the voting or equity securities within the **six years** immediately preceding the commencement of this case.

If the debtor is a partnership, list the names, addresses, taxpayer identification numbers, nature of the businesses, and beginning and ending dates of all businesses in which the debtor was a partner or owned 5 percent or more of the voting or equity securities, within the **six years** immediately preceding the commencement of this case.

If the debtor is a corporation, list the names, addresses, taxpayer identification numbers, nature of the businesses, and beginning and ending dates of all businesses in which the debtor was a partner or owned 5

percent or more of the voting or equity securities within the **six years** immediately preceding the commencement of this case.

NONE

Name	Taxpayer I.D. Number(EIN)	Address	Nature of Business	Beginning and End Dates of Operation
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b. Identify any business listed in response to subdivision a above, that is "single asset real estate" as defined in 11 U.S.C. § 101.

NONE

Name	Address
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The following questions, #19-25, are only to be answered if you are a corporation or partnership or if you have been, in the six years immediately preceding this case, an officer, director, managing executive, or owner of more than 5% of the voting securities of the corporation; a partner, other than a limited partner, of a partnership; a sole proprietor, or otherwise self-employed.

19. Books, records, and financial statements

a. List all bookkeepers and accountants who, within the **two years** immediately preceding the filing of this bankruptcy case, kept or supervised the keeping of books of account and records.

NONE

Name and Address	Dates Services Rendered
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b. List all firms or individuals who, within the **two years** immediately preceding the filing of this bankruptcy case, have audited the books of account and records, or prepared a financial statement of the debtor.

NONE

Name	Address	Dates Services Rendered
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c. List all firms or individuals who, at the time of the commencement of this case, were in possession of your books of account and records. If the records are not available, explain.

NONE

Name and Address	Comments
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d. List all financial institutions, creditors and other parties, including mercantile and trade agencies, to whom a financial statement was issued by the debtor within **two years** immediately preceding the commencement of this case.

NONE

Name and Address	Date Issued
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20. Inventories

a. List the dates of the last two inventories taken of your property, the name of the person who supervised the taking of each inventory, and the dollar amount and basis of each inventory.

NONE

Date of Inventory	Inventory Supervisor	Dollar Amount of Inventory (specify cost, market, or other basis)
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b. List the name and address of the person possessing the records of each of the two inventories reported in a.) above.

NONE

Date of Inventory	Name and Address of Custodian of Inventory Records
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21. Current partners, officers, directors, and shareholders

a. If your business is a partnership, list the nature and percentage of partnership interest of each member of the partnership.

NONE

Name and Address	Nature of Interest	Percentage of Interest
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b. If your business is a corporation, list all officers and directors of the corporation, and each stockholder who directly or indirectly owns, controls, or holds 5 % or more of the voting securities of the corporation.

NONE

Name and Address	Title	Nature and Percentage of Stock Ownership
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22. Former partners, officers, directors and shareholders

a. If your business is a partnership, list each member who withdrew from the partnership within one year immediately preceding the commencement of this case.

NONE

Name and Address	Date of Withdrawal
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b. If your business is a corporation, list all officers or directors whose relationship with the corporation terminated within **one year** immediately preceding the commencement of this case.

NONE

Name and Address	Title	Date of Termination
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23. Withdrawals from a partnership or distributions by a corporation

If your business is a partnership or corporation, list all withdrawals or distributions credited or given to an insider, including compensation in any form, bonuses, loans, stock redemptions, options exercised and any other perquisite during one year immediately preceding the commencement of this case.

NONE

<u>Name and Address of Recipient, and Relationship to You</u>	<u>Date and Purpose of Withdrawal</u>	<u>Amount of Money or Description and Value of Property</u>
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24. Tax Consolidation Group.

If the debtor is a corporation, list the name and federal taxpayer identification number of the parent corporation of any consolidated group for tax purposes of which the debtor has been a member at any time within the **six-year period** immediately preceding the commencement of the case.

NONE

<u>Name of Parent Corporation</u>	<u>Taxpayer Identification Number</u>
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25. Pension Funds.

If the debtor is not an individual, list the name and federal taxpayer identification number of any pension fund to which the debtor, as an employer, has been responsible for contributing at any time within the **six-year period** immediately preceding the commencement of the case.

NONE

<u>Name of Pension Fund</u>	<u>Taxpayer Identification Number</u>
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