UNITED STATES BANKRUPTCY COURT NORTHERN DISTRICT OF OHIO EASTERN DIVISION



ATTENTION ALL DEBTORS FILING BANKRUPTCY WITHOUT AN ATTORNEY

Did you pay someone to help you prepare your bankruptcy petition and schedules? If so, please be aware of the following:

- 1. By law, the person who offered to help you is only permitted to provide you with very limited services such as:
 - giving you copies of blank bankruptcy forms;
 - telling you where the bankruptcy court is located, its hours of operation and how much it costs to file for bankruptcy;
 - typing on your petition and schedules information that you have handwritten on those forms; and
 - making copies of your completed bankruptcy petition and schedules.
- 2. By law, the person who offered to help you must do ALL of the following:
 - sign your bankruptcy petition;
 - print his / her name and address on your bankruptcy petition;
 - place on your bankruptcy petition an identifying number (*i.e.* his / her social security number) to identify the individual who prepared the document; and
 - file a declaration stating any fees received.
- 3. Whether or not someone helped you to prepare your bankruptcy petition and schedules, YOU ARE PERSONALLY RESPONSIBLE for the accuracy and completeness of all the information provided.

For example, if you are filing bankruptcy to stop a foreclosure sale of your home, all of your debts - and not just the debt to the mortgage company - must be listed in your schedules.

4. If you fail to completely and accurately list all required information, you jeopardize your chance to receive a bankruptcy discharge and you could ultimately have criminal charges filed against you. If the information on your bankruptcy petition and schedules is not complete and accurate, you must amend those documents prior to filing or as soon as possible thereafter.

[PLEASE COMPLETE THE INFORMATION ON THE FOLLOWING PAGE]

JAME of DEBTOR(S):	
Oid you pay someone to help you prepare your bankrupto	cy petition and schedules?
If so, what is that person's name?	
What is the person's address and phone number?	
Website address?	
Email address?	
How much did you pay for the help provided?	\$
from much and you pay for the help provided.	Ψ
Please sign your name here	
Please sign your name here	Date
Please sign your name here	Date
A copy of this completed form will be pla may be provided to the trustee adminis and / or the United Sta	tering your bankruptcy case
YOU SHOULD KEEP A COPY OF THIS	FORM FOR YOUR RECORDS.
****	***
For Internal Use	Only:
(1) Was there adequate BPP disclosure on the	petition? YES NO
(2) Did debtor(s) pay filing fees in ful	1? YES NO

If you answer "no" to either question please send this form to the Judge for review.