

**UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF OHIO
EASTERN DIVISION**

**NOTICE TO
ALL DEBTORS FILING BANKRUPTCY WITHOUT AN ATTORNEY**

1. YOU ARE PERSONALLY RESPONSIBLE FOR THE ACCURACY AND COMPLETENESS OF ALL OF THE INFORMATION PROVIDED IN YOUR BANKRUPTCY PETITION AND SCHEDULES.

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

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 in your bankruptcy petition and schedules is not complete and/or accurate, you must amend those documents immediately.

2. DID A PERSON OR AN ENTITY (INCLUDING A WEBSITE ON THE INTERNET) HELP YOU PREPARE YOUR BANKRUPTCY PETITION AND SCHEDULES? If so, please be aware of the following:

A. By law, the person/entity that assisted 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 the information on the petition and schedules that you provided for the purpose of completing those forms; and
- making copies of your completed bankruptcy petition and schedules.

B. By law, the person/entity that assisted you must do all of the following:

- sign your bankruptcy petition;
- print his/her/its name and address on your petition;
- place his/her social security number on your bankruptcy petition to identify himself/herself as the individual who provided the forms and typed the documents; and
- file a declaration stating any fees received.

PLEASE COMPLETE THE INFORMATION ON THE NEXT PAGE OF THIS NOTICE

Name of Debtor(s): _____

Did a person or entity (including a website on the Internet) assist you in preparing your bankruptcy petition and schedules? Yes No

If so, what is that person's or entity's name? _____

What is the person's or entity's address? _____

What is the person's or entity's phone number? _____

How much did you agree to pay for the assistance provided? _____

How much did you pay for the assistance provided? _____

Did a person or entity (including a website on the Internet) help you stop or delay a scheduled foreclosure sale of your home? Yes No

If so, what is that person's or entity's name? _____

What is the person's or entity's address? _____

What is the person's or entity's phone number? _____

How much did you agree to pay for the assistance provided? _____

How much did you pay for the assistance provided? _____

When was the payment made? _____

Debtor's signature

Date

Co-Debtor's signature

Date

A copy of this completed form will be placed in your bankruptcy file and may be provided to the trustee administering your bankruptcy case and/or the United States Trustee.

YOU SHOULD KEEP A COPY OF THIS FORM FOR YOUR RECORDS.

FOR INTERNAL USE ONLY

If a BPP was employed:

(1) Was BPP disclosure section of the petition complete? Yes No

(2) Was the fee paid less than or equal to the presumptive maximum? Yes No

If the answer to either question is "no", send this form to the Judge for review.