

A.L. HAMILTON & ASSOCIATES, LLC  
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Date: \_\_\_\_\_

Thank you for choosing A.L. Hamilton & Associates, LLC. Please complete this form as thoroughly as possible and an attorney will meet with you shortly.

Full Name: \_\_\_\_\_ Social Security No. \_\_\_\_\_

DOB \_\_\_\_\_ Marital Status: married / single / divorced / separated / widowed

Have you been known by any other name within the past six years?

\_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Employer: \_\_\_\_\_

Payroll Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Pay Frequency: (circle one) weekly / every two weeks / twice a month / monthly

Job Title: \_\_\_\_\_ Length of Employment: \_\_\_\_\_

Work Hours: \_\_\_\_\_ a.m. / p.m. to \_\_\_\_\_ a.m. / p.m.

Spouse:

Full Name: \_\_\_\_\_ Social Security No. \_\_\_\_\_

DOB: \_\_\_\_\_

Have you been known by any other name within the past six years?

\_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Employer: \_\_\_\_\_

Payroll Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Pay Frequency: (circle one) weekly / every two weeks / twice a month / monthly

Job Title: \_\_\_\_\_ Length of Employment: \_\_\_\_\_

Work Hours: \_\_\_\_\_ a.m. / p.m. to \_\_\_\_\_ a.m. / p.m.

Referred by:

\_\_\_\_\_ Yellow Pages \_\_\_\_\_ Received Letter \_\_\_\_\_ Personal Referral

\_\_\_\_\_ Other (Please Specify):

PRIOR BANKRUPTCY Please initial all that apply:

Debtor \_\_\_\_\_ Spouse \_\_\_\_\_ No, I have never filed a bankruptcy case.

\_\_\_\_\_ \_\_\_\_\_ Yes, I filed a bankruptcy case more than 8 years ago.

\_\_\_\_\_ \_\_\_\_\_ Yes, I have filed the following bankruptcies in the last 8 years.

Who _____	Dated filed _____	Chapter _____	Case No. _____	Discharged/Dismissed
Who _____	Dated filed _____	Chapter _____	Case No. _____	Discharged/Dismissed
Who _____	Dated filed _____	Chapter _____	Case No. _____	Discharged/Dismissed

INCOME  
Debtor                      200~~7~~                      200~~8~~                      200~~9~~ to date  
\_\_\_\_\_

Spouse  
\_\_\_\_\_

- |       |       |   |
|-------|-------|---|
| Yes   | No    |   |
| _____ | _____ | Have you moved to Georgia in the past 3 months?   |
| _____ | _____ | Do either of you receive income from any source other than work?<br>e.g. – foodstamps, social security, disability, lawsuit, rental income, etc.            |
| _____ | _____ | Have any of your creditors received a payment of more than \$600.00 from you<br>in the last 90 days? e.g. mortgage, car payment, credit cards, others, etc. |
| _____ | _____ | Have you made any payments to creditors who are “insiders” in the last year?<br>e.g. – relatives, good friends, business partners, etc.                     |
| _____ | _____ | Have you been a party to a lawsuit or an administrative proceeding in the last<br>year? (brought by either you or someone against you)                      |
| _____ | _____ | Do you have a right to sue anybody for money damages?<br>e.g. – car wreck, racial discrimination, sexual harassment, etc.                                   |
| _____ | _____ | Have you been garnished in the last year?   |
| _____ | _____ | Have you had a repossession in the last year? Either voluntary or involuntary.  |
| _____ | _____ | Have you had property foreclosed in the last year?  |
| _____ | _____ | Have you given gifts in the past year worth more than \$200.00 to family members?   |



**DEPENDENTS:**

NAME	AGE	RELATIONSHIP
_____	_____	son / daughter / other
_____	_____	son / daughter / other
_____	_____	son / daughter / other

**GROSS MONTHLY INCOME**

	Debtor	Spouse
Average Gross Monthly Income	_____	_____
Estimated Overtime	_____	_____
Part-Time Job Income*	_____	_____
Total Gross Monthly Income	_____	_____

**PAYROLL DEDUCTIONS (PER MONTH)**

Payroll Taxes	_____	_____
Insurance	_____	_____
Union Dues	_____	_____
Credit Union Payments (Loan or Savings?)	_____	_____
Retirement/401K (Mandatory? Yes or No)	_____	_____
(401K) Loan Repayment	_____	_____
Child Support (arrearage or future)	_____	_____
Other	_____	_____
<b>TOTAL TAKE HOME PAY</b>	_____	_____

**OTHER MONTHLY INCOME**

Rental Property \_\_\_\_\_  
Interest or Dividends \_\_\_\_\_  
Pension or Retirement \_\_\_\_\_  
Social Security/Unemployment \_\_\_\_\_  
Child Support/Alimony \_\_\_\_\_  
Food Stamps \_\_\_\_\_  
Other \_\_\_\_\_

\* Name of Part-Time Employer: \_\_\_\_\_  
Address: \_\_\_\_\_  
Title and How Long: \_\_\_\_\_

**AVERAGE MONTHLY EXPENSES:**

Rent or Home Mortgage \$ \_\_\_\_\_ + \$ \_\_\_\_\_ + \$ \_\_\_\_\_ = \$ \_\_\_\_\_  
Are real estate taxes included? Yes \_\_\_\_\_ No \_\_\_\_\_  
Is property insurance included? Yes \_\_\_\_\_ No \_\_\_\_\_

**Utilities:**

Electricity and Gas \_\_\_\_\_  
Water & Sewer \_\_\_\_\_  
Telephone \_\_\_\_\_  
Cable \_\_\_\_\_  
Garbage \_\_\_\_\_  
Other \_\_\_\_\_ Internet \_\_\_\_\_ Cell \_\_\_\_\_  
Home Maintenance \_\_\_\_\_  
Food (Groceries, meals out, lunch at work) \_\_\_\_\_  
Clothing \_\_\_\_\_  
Laundry and Cleaning \_\_\_\_\_  
Medical and Dental Expenses \_\_\_\_\_

Car Expenses, excluding car payments (e.g. gas, etc) \_\_\_\_\_

Recreation (clubs and entertainment) \_\_\_\_\_

Charitable Contribution (church donations, etc.) \_\_\_\_\_

Insurance (not deducted from wages or part of home mortgage) \_\_\_\_\_

Homeowner's or Renter's \_\_\_\_\_

Life \_\_\_\_\_

Auto \_\_\_\_\_

Other (medical, legal, disability, etc.) \_\_\_\_\_

Taxes (not deducted from wages or included in mortgage, e.g. car tag) \_\_\_\_\_

Car Payments (answer only if this is a Chapter 7) \_\_\_\_\_

Alimony, Maintenance and Support \_\_\_\_\_

Regular Expenses from Operation of Business \_\_\_\_\_

Child Care \_\_\_\_\_

Spouse's Separate Debts (if single filing) List Details \_\_\_\_\_

Other \_\_\_\_\_

**TOTAL PROJECTED MONTHLY EXPENSES** \_\_\_\_\_

Please complete the following list of creditors in full. Any missing information may result in additional cost in the future.

Creditor's Name & Address	Collateral	Balance Owed
_____	_____	_____
_____	_____	_____
Phone No.: _____	Mthly Pymt: _____	Schedule: _____
Acct. No.: _____	# Mths Behind: _____	D, E, F (for office use only)
	Collateral value: _____	

Creditor's Name & Address	Collateral	Balance Owed
_____	_____	_____
_____	_____	_____
Phone No.: _____	Mthly Pymt: _____	Schedule: _____
Acct. No.: _____	# Mths Behind: _____	D, E, F (for office use only)
	Collateral value: _____	

Creditor's Name & Address	Collateral	Balance Owed
_____	_____	_____
_____	_____	_____
Phone No.: _____	Mthly Pymt: _____	Schedule: _____
Acct. No.: _____	# Mths Behind: _____	D, E, F (for office use only)
	Collateral value: _____	

Creditor's Name & Address	Collateral	Balance Owed
_____	_____	_____
_____	_____	_____
Phone No.: _____	Mthly Pymt: _____	Schedule: _____
Acct. No.: _____	# Mths Behind: _____	D, E, F (for office use only)
	Collateral value: _____	

Creditor's Name & Address Collateral Balance Owed

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Acct. No.: \_\_\_\_\_  
Mthly Pymt: \_\_\_\_\_  
# Mths Behind: \_\_\_\_\_  
Collateral value: \_\_\_\_\_  
Schedule:  
D, E, F (for  
office use only)

Creditor's Name & Address Collateral Balance Owed

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Acct. No.: \_\_\_\_\_  
Mthly Pymt: \_\_\_\_\_  
# Mths Behind: \_\_\_\_\_  
Collateral value: \_\_\_\_\_  
Schedule:  
D, E, F (for  
office use only)

Creditor's Name & Address Collateral Balance Owed

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Acct. No.: \_\_\_\_\_  
Mthly Pymt: \_\_\_\_\_  
# Mths Behind: \_\_\_\_\_  
Collateral value: \_\_\_\_\_  
Schedule:  
D, E, F (for  
office use only)

Creditor's Name & Address Collateral Balance Owed

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Phone No.: \_\_\_\_\_  
Acct. No.: \_\_\_\_\_  
Mthly Pymt: \_\_\_\_\_  
# Mths Behind: \_\_\_\_\_  
Collateral value: \_\_\_\_\_  
Schedule:  
D, E, F (for  
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### **How Ordering Your Credit Report Can Help You in Bankruptcy**

Our firm recommends that each of our clients filing for bankruptcy obtain a credit report for the reasons listed below. If you are married, we recommend obtaining credit reports for both you and your spouse.

You will receive a printed copy of the report in the mail for your review.

1. Obtaining the credit report helps us get accurate creditor names, addresses, types of debt, balances due, and account numbers.
2. Through your credit report, we may find creditors whom you have overlooked. For a debt to be discharged, it must be listed in your bankruptcy pleadings, so it's important that we find out about all debts.
3. Credit reports can alert us to judgments against you.
4. Credit reports can alert us to liens against your property, and the need to seek lien avoidance under §522(f), thus helping you protect your property in some cases.
5. We may find out about co-signers to some of your debts, which are important to list in a bankruptcy.
6. If you are married, there may be surprising items on your credit report or your spouse's, and the reports can help us determine whether you should file individually or jointly.
7. We may find out about debts created by a former spouse, who may have forged your signature to obtain credit.
8. Credit reports can alert us to mistakes on your credit record. The report will list the names and addresses of all three major credit bureaus whom you can contact to correct any mistakes or provide updated information.
9. Credit reports often contain the names and addresses of collection agencies representing creditors, and we can notify these collection agencies about the bankruptcy so that collection efforts stop.
10. If the IRS has a tax lien on your property, the credit report will alert us so that it can be dealt with properly.
11. Knowing what is on your credit report can help you get credit approval for important purchases after your debts are discharged.

**Not every creditor reports debts to a credit bureau, so your credit report will not list all debts. You should be sure to let your attorney know about all debts you are aware of.**