

OFFICE OF THE CHAPTER 13 STANDING TRUSTEE  
SOUTHERN DISTRICT OF FLORIDA, MIAMI DADE DIVISION

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NANCY K. NEIDICH, TRUSTEE  
P.O. Box 279806  
Miramar, Florida 33027  
(954) 443-4402  
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April 22, 2020

**NOTICE OF DOCUMENTS THE CHAPTER 13 TRUSTEE MUST RECEIVE AT  
LEAST 7 DAYS PRIOR TO THE MEETING OF CREDITORS**

Nancy K. Neidich, Esquire, Chapter 13 Trustee, files this Notice of Documents the Trustee must Receive at Least 7 Days Prior to the Meeting of Creditors. Debtor attorneys must upload documents through 13Documents.com. Debtors without attorney must mail documents to: Nancy K Neidich, Chapter 13 Trustee, P.O. Box 279806, Miramar, FL 33027-9806 or fax documents to 954-443-4452.

Seven days prior to the meeting of creditors which is telephonically scheduled, the Chapter 13 Trustee must **RECEIVE** the following documents:

- 1) a copy of each Debtor's drivers license or government issued photographic identification. The name, address, birth date, and number must not be redacted.
- 2) a copy of each Debtor's social security card, or other government issued proof of social security number. The name and number must not be redacted.
- 3) a copy of each Debtor's tax return for the last two years, including any tax return filed by the Debtor(s) on behalf of a business or, if no tax returns have been filed a declaration of no income with proof of service on the IRS. If the debtor has not filed their 2019 tax returns provide a letter to the Chapter 13 Trustee.

4) a signed copy of the Attorney's Declaration Regarding Confirmation of Debtor Identity and Social Security Number.

5) a completed and signed copy of the Written Questions to Debtor(s) at §341 Meeting of Creditors (4/21/2020).

NANCY K. NEIDICH, ESQUIRE  
STANDING CHAPTER 13 TRUSTEE  
P.O. BOX 279806  
MIRAMAR, FL 33027  
(954) 443-4402

**ATTORNEY DECLARATION REGARDING CONFIRMATION OF DEBTOR  
IDENTITY AND SOCIAL SECURITY NUMBER**

(For use at telephonic 341 Meeting of Creditors - **complete one form per individual debtor**)

Case No. \_\_\_\_\_

Debtor. \_\_\_\_\_

Date of telephonic appearance at §341 Meeting of Creditors \_\_\_\_\_

I \_\_\_\_\_, attorney for the debtor swears that I have reviewed the documents provided by the debtor to verify his/her identity and social security number as follows:

1) The photo identification I have been provided to prove the above debtor's identity is:

*Chose one and attach unaltered (un-redacted) copies:*

Driver's License (*State and last four digits are:*) \_\_\_\_\_

State Identification (*State and last four digits are:*) \_\_\_\_\_

Passport (*Country, expiration date, and last four digits are:*) \_\_\_\_\_

Military Identification (*Branch and last four digits of ID are:*) \_\_\_\_\_

Legal Residence Card (*Last four digits are:*) \_\_\_\_\_

Other (*Describe*) \_\_\_\_\_

2) The last four digits of the debtor's social security number are \_\_\_\_\_

3) The proof of social security number I reviewed is as follows

*Chose one and attach unaltered (un-redacted) copies:*

Social Security Card

W2 Form

Recent Payroll earning statement

Employer's health card

Other (*explain, including agency that issued the statement*) \_\_\_\_\_

**In accordance with 28 USC §1745, I declare under penalty of perjury that the foregoing is true and correct .**

\_\_\_\_\_  
Signature of debtor attorney

\_\_\_\_\_  
Print or typed name of attorney

Bar Number: \_\_\_\_\_

Attorney's address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Case No. \_\_\_\_\_

Debtor.

Debtor.

WRITTEN QUESTIONS TO DEBTOR(S) AT §341 MEETING OF CREDITORS

Each debtor responds to the following written questions as testimony at the meeting of creditors. In a joint case, "you" includes both debtors. If joint debtors have different answers, complete 2 separate questionnaires:

1) Have you ever filed bankruptcy before?

- Yes  No      If yes, complete below with information of last case filed:  
 prior Chapter 7 date filed \_\_\_\_\_  Discharged (completed)  Dismissed  
 prior Chapter 13 date filed \_\_\_\_\_  Discharged (completed)  Dismissed  
 prior Chapter 11 date filed \_\_\_\_\_  I filed more than 2 bankruptcy cases  
Did you receive a discharge in any prior bankruptcy within the last 4 years?  Yes  No

2) Have you had any change in your income the last 6 months prior to the filing of this case?

- Yes  No      If yes,  income increased  income decreased

3) Have you had any change in your income since the filing of this case?

- Yes  No      If yes,  I have provided a forward looking CMI Form

4) Have you been self-employed or received a 1099 instead of a W2 within the last year?

- Yes  No      If yes,  I received a 1099,  I attached Schedule C to my personal taxes  
 I filed separate tax returns for the business

5) Do you have a loan against a 401K or other retirement account?

- Yes  No      If yes the last month/year you took money out \_\_\_\_\_  
If yes how much do you still owe \$ \_\_\_\_\_

6) Have you sold, transferred or given away anything worth more than \$1,000.00 in the last 2 years?

- Yes  No      If yes: To whom \_\_\_\_\_ When \_\_\_\_\_  
Value \$ \_\_\_\_\_ Description: \_\_\_\_\_

7) Have you repaid any loans larger than \$1,000.00 to any friends or family members in the last year?

- Yes  No      If yes: To whom \_\_\_\_\_  
When \_\_\_\_\_ How much \_\_\_\_\_

8) Have you changed your mailing address since you filed your petition?

- Yes  No      If yes, new address: \_\_\_\_\_

9) Has anything changed since you filed your petition such as your employment or do you need to make any changes to the information you filed with the Court.

- Yes  No

10) In the last two years have you held any interest in any real property including homestead, vacant land, condominium, rental or vacation house?  Yes  No (If no, skip to question 11)

I have non-homestead property (attach supplemental questions to Debtor)

My homestead property address is \_\_\_\_\_

A) Have you lived in this property longer than 4 years?  Yes  No

B) In the last 2 years did you refinance or obtain an equity line on this property  Yes  No

i) If yes, how much did you receive at closing? \$ \_\_\_\_\_

C) Are you current with your mortgage payments on this property ?  Yes  No

D) I intend to  continue making payments directly  Surrender,  seek mortgage modification, or  Cure delinquency and maintain regular payments in plan

11) How many people live in your home including yourself? \_\_\_\_\_

List each person below including the age and legal relationship (Not name)

■ Self/Debtor Age \_\_\_\_\_

Spouse/Co-Debtor Age \_\_\_\_\_

Relationship \_\_\_\_\_ Age \_\_\_\_\_

Relationship \_\_\_\_\_ Age \_\_\_\_\_

Relationship \_\_\_\_\_ Age \_\_\_\_\_

Relationship \_\_\_\_\_ Age \_\_\_\_\_

Relationship \_\_\_\_\_ Age \_\_\_\_\_

Relationship \_\_\_\_\_ Age \_\_\_\_\_

12) Have you filed tax returns with the IRS  Yes  No (Years not filed \_\_\_\_\_)

I have provided declarations to the Trustee and the IRS as I am not required to file tax returns because \_\_\_\_\_

13) Are you a citizen of the United States **OR** a legal permanent resident of the United States?

Yes  No

14) Have you permanently lived in Florida more than 3 years before filing?

Yes  No

A) If not, list which states you lived in and when? \_\_\_\_\_

**In accordance with 28 USC §1745, I declare under penalty of perjury that the foregoing is true and correct.**

\_\_\_\_\_  
Debtor

\_\_\_\_\_  
Co-Debtor

Date: \_\_\_\_\_

Date: \_\_\_\_\_