



P.A.

Attorneys & Counselors at Law  
Aggressive Representation Protects Your Rights®

**CONFIDENTIAL BUSINESS BANKRUPTCY QUESTIONNAIRE**

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**NAME OF COMPANY:** \_\_\_\_\_

Contact Name: \_\_\_\_\_ Position with Company: \_\_\_\_\_

Address: \_\_\_\_\_ Apt.: \_\_\_\_\_ City: \_\_\_\_\_ Minnesota

Zip: \_\_\_\_\_ - \_\_\_\_\_ County: \_\_\_\_\_ E-mail: \_\_\_\_\_

Telephone: Work: (\_\_\_\_) \_\_\_\_\_, Home: (\_\_\_\_) \_\_\_\_\_, Cell: (\_\_\_\_) \_\_\_\_\_

**TYPE (CIRCLE):** C-Corp S-Corp LLC LLP PLLP General Partnership Other: \_\_\_\_\_

**DATE OF INCORPORATION:** \_\_\_/\_\_\_/\_\_\_\_\_ **STATE OF INCORP:** \_\_\_\_\_

**TAX I.D. NUMBER** \_\_\_\_\_ - \_\_\_\_\_ **OR OWNER'S SSN:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**NAME OF SHAREHOLDERS, PARTNERS, AND MEMBERS:**

1. \_\_\_\_\_ OFFICE HELD: \_\_\_\_\_

2. \_\_\_\_\_ OFFICE HELD: \_\_\_\_\_

3. \_\_\_\_\_ OFFICE HELD: \_\_\_\_\_

4. \_\_\_\_\_ OFFICE HELD: \_\_\_\_\_

5. \_\_\_\_\_ OFFICE HELD: \_\_\_\_\_

**IS THE COMPANY CURRENTLY OPERATING? (CIRCLE):** YES OR NO

IF NO, when was the last date of operation?

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Prior Bankruptcy filed? If yes: City & State: \_\_\_\_\_ Year \_\_\_\_\_ Chapter?: \_\_\_\_\_

Disposition of Case (discharge or dismissed)?: \_\_\_\_\_

**LIST OF CREDITORS**

MAKE SURE YOU PROVIDE COMPLETE ADDRESSES FOR ALL CREDITORS. IF WE DO NOT HAVE THE CORRECT ADDRESS, THE CREDITOR WILL NOT BE DISCHARGED. **FOR UNSECURED DEBTS (CREDIT CARDS, MEDICAL BILLS, ETC) ATTACHED RECENT BILLS WITH THIS SHEET RATHER THAN FILLING OUT THE BELOW!!!!!!**

**LANDLORD / MORTGAGE:** \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Account Number: \_\_\_\_\_ Balance: \_\_\_\_\_

Monthly Payment Amount: \_\_\_\_\_ Interest Rate: \_\_\_\_\_ Fixed or Variable (circle one)  
Do you plan to keep paying this debt and keep your office? YES NO (circle one)

**SECOND MORTGAGE:** \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_

Monthly Payment Amount: \_\_\_\_\_ Interest Rate: \_\_\_\_\_ Fixed or Variable (circle one)  
Do you plan to keep paying this debt and keep your office? YES NO (circle one)

**FIRST AUTO LOAN:** \_\_\_\_\_ Year/Make/Model: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_

Monthly Payment Amount: \_\_\_\_\_ Interest Rate: \_\_\_\_\_ Fixed or Variable (circle one)  
Do you plan to keep paying this debt and keep your car? YES NO (circle one)

**SECOND AUTO LOAN:** \_\_\_\_\_ Year/Make/Model: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_

Monthly Payment Amount: \_\_\_\_\_ Interest Rate: \_\_\_\_\_ Fixed or Variable (circle one)  
Do you plan to keep paying this debt and keep your car? YES NO (circle one)

***FOR THE FOLLOWING "UNSECURED DEBTS," YOU MAY EITHER FILL OUT THE FOLLOWING PAGES OR BRING IN YOUR STATEMENTS/BILLS TO THE INITIAL MEETING.***

**CREDITOR:** \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_

What type of loan is this: \_\_\_\_\_

**CREDITOR:** \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_

What type of loan is this: \_\_\_\_\_

**CREDITOR:** \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_

What type of loan is this: \_\_\_\_\_

**CREDITOR:** \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_

What type of loan is this: \_\_\_\_\_

**CREDITOR:** \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_

What type of loan is this: \_\_\_\_\_

**CREDITOR:** \_\_\_\_\_  
Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_  
Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_  
What type of loan is this: \_\_\_\_\_

**CREDITOR:** \_\_\_\_\_  
Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_  
Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_  
What type of loan is this: \_\_\_\_\_

**CREDITOR:** \_\_\_\_\_  
Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_  
Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_  
What type of loan is this: \_\_\_\_\_

**CREDITOR:** \_\_\_\_\_  
Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_  
Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_  
What type of loan is this: \_\_\_\_\_

**CREDITOR:** \_\_\_\_\_  
Address: \_\_\_\_\_ City \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_  
Account Number: \_\_\_\_\_ Balance:\$ \_\_\_\_\_  
What type of loan is this: \_\_\_\_\_

**\*\*\* Use additional paper if you have more unsecured creditors \*\*\***

**ASSET INFORMATION**

*Fill in the blanks if you have any of the below property*

Real Property: (i.e. OFFICE BUILDING, VACANT LAND, ETC....)

1. Location of property:

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_

Value: \$ \_\_\_\_\_ (recent appraised value or tax assessed market value by the County)

**Legal Description:** \_\_\_\_\_

2. Cash on hand: \$ \_\_\_\_\_

3. Bank Accounts (*circle: C = Checking, S = Savings, J = Joint Account, S = Single Account*)

Where?: \_\_\_\_\_ Last 4 Digits.: \_\_\_\_\_ Balance: \$ \_\_\_\_\_ C S J S

Where?: \_\_\_\_\_ Last 4 Digits.: \_\_\_\_\_ Balance: \$ \_\_\_\_\_ C S J S

Where?: \_\_\_\_\_ Last 4 Digits.: \_\_\_\_\_ Balance: \$ \_\_\_\_\_ C S J S

Where?: \_\_\_\_\_ Last 4 Digits.: \_\_\_\_\_ Balance: \$ \_\_\_\_\_ C S J S

4. Security deposits with public utilities/landlords: \$ \_\_\_\_\_

5. Business Assets: **MAKE A SEPARATE ITEMIZED LIST OF ALL ASSETS OWNED BY THE COMPANY ALONG WITH AN APPROXIMATE VALUE.** Also, print off a list of your assets per the most recent tax return.

6. Are you expecting any insurance refunds? If so, list: (1) \_\_\_\_\_ \$ \_\_\_\_\_;

(2) \_\_\_\_\_ \$ \_\_\_\_\_; (3) \_\_\_\_\_ \$ \_\_\_\_\_;

7. Are you expecting any tax refunds? **YES NO** circle (federal / state / property tax / renter's rebate)

8. Auto, truck, trailers, and other vehicles: Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_

Value: \$ \_\_\_\_\_ No. of Miles (approx.) \_\_\_\_\_ Whose name is on the title? \_\_\_\_\_

Second Auto: Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Value: \$ \_\_\_\_\_

Number of Miles (approx.) \_\_\_\_\_ Whose name is on the title? \_\_\_\_\_

9. Life Insurance Policies (key man)...: \_\_\_\_\_ Value: \$ \_\_\_\_\_

**FINANCIAL INFORMATION:**

**\*\*\*PLEASE ATTACH 2021 & 2022 TAX RETURNS.**

**\*\*\*LEDGER OF ALL PAYMENTS MADE TO CREDITORS IN THE LAST 120 DAYS.**

**\*\*\*\*\*ATTACH A CURRENT BALANCE SHEET AND PROFIT AND LOSS STATEMENT**

Gross Revenue for: 2023 (YTD) \_\_\_\_\_ 2022 \_\_\_\_\_ 2021 \_\_\_\_\_

Gross Profit for: 2023 (YTD) \_\_\_\_\_ 2022 \_\_\_\_\_ 2021 \_\_\_\_\_

**Has anyone taken anything (levy) from the company in the last 90 days? If yes, who?**

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**Has the company made payments, or given away any property to “insiders” (i.e. signed a “quit claim deed” or transferred the title on a vehicle) in the last six (6) years?**

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**Has the company closed any financial accounts (i.e. checking accounts, savings accounts) in the last year? If so, describe.**

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**Has the company sold anything (i.e. boat, car, etc...), or given away a security interest in property (i.e., a mortgage, lien on the title) valued over \$2000.00 in the last year? If so, describe.**

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**Has the company paid back any loans to family members, yourself, or other persons, other than a financial institution (i.e. Wells Fargo) in the last year out of company funds? If so, describe.**

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**Do any of the creditors have a UCC Financing Statement filed on your business? \_\_\_\_\_**

**If yes, then who: \_\_\_\_\_**