



**U.S. Department of Justice**

*Office of the United States Trustee  
District of South Carolina*

1835 Assembly Street, Suite 953  
Columbia, South Carolina 29201

(803) 765-5250  
Fax: (803) 765-5260

**PRO-SE QUESTIONNAIRE  
DECLARATION FOR DEBTORS WITHOUT AN ATTORNEY**

Debtor(s) Name(s): \_\_\_\_\_  
Case No. \_\_\_\_\_  
Current Address: \_\_\_\_\_  
Mobile Phone #: \_\_\_\_\_  
Home Telephone #: \_\_\_\_\_  
Email: \_\_\_\_\_  
Date of 341(a) meeting of creditors: \_\_\_\_\_  
Trustee: \_\_\_\_\_

**(Circle one)**

Did anyone assist you in the preparation of your bankruptcy papers? YES NO

Did you use an internet service to prepare your bankruptcy papers? YES NO

**If you answered NO to both questions, skip the rest of the questions, sign and date this document at the bottom, and return this form to your trustee. If you answered YES to either question, please answer the following questions:**

Name of person assisting you: \_\_\_\_\_

Business Name: \_\_\_\_\_

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

Email: \_\_\_\_\_

Phone #: \_\_\_\_\_

Website Address: \_\_\_\_\_

Do you have a business card for this individual or company? YES NO

Do you have any emails or other documentation from this individual or company? YES NO

How did you find out about the person or business who prepared your bankruptcy papers (the “Preparer”)? (e.g., radio, television, advertisement, telephone directory, friend, newspaper, etc.)

- 
- A. Did the service call or write you first? YES NO
- B. If applicable, do you still have a copy of the advertisement? YES NO
- C. How much did the Preparer charge you? \_\_\_\_\_
- D. How much have you paid the Preparer? \_\_\_\_\_
- How did you pay the fee for the Preparer’s services? For example, did you pay by money order, cashier’s check, cash, check, PayPal, credit card (please describe):
- 
- E. If fee was paid by money order, cashier’s check, or check, to whom was it made payable?
- 
- F. Did the Preparer give you a receipt for the monies that you paid? YES NO
- G. When did you pay the Preparer? \_\_\_\_\_
- H. Did the amount you paid the Preparer include the court filing fees? YES NO
- If yes, how much was paid for the filing fee? \_\_\_\_\_
- I. How did you pay the filing fee? For example, you paid by money order, cashier’s check, cash, check, PayPal, credit card (please describe):
- 
- J. If fee was paid by money order, cashier’s check or check, to whom was it made payable?
- 
- K. Are you paying the filing fee in installments? YES NO
- L. Did you sign a copy of your bankruptcy papers? YES NO
- M. Were you given a copy of your bankruptcy papers at the time you signed them?  
YES NO
- N. Did you read the completed bankruptcy papers before you signed them? YES NO
- Were the papers blank when you signed them? YES NO
- O. Who filed your bankruptcy papers with the Bankruptcy Court (e.g. you, the Preparer, they were mailed to the Court, or they were hand delivered to the Court)?
- 
-

P. If this is a chapter 13 case, did the Preparer work out a budget for you?

YES NO

Q. Did the Preparer perform any other services for you? YES NO

If yes, describe the services:

---

---

How much did you pay the Preparer for the other services and how did you make the payment? \_\_\_\_\_

R. Did the Preparer do any of the following?

i. Explain the different types of bankruptcy (e.g. Chapter 7 or 13)?

YES NO

ii. Advise you whether filing a case under chapter 7, 11, or 13 was appropriate? YES NO

iii. Assist you in determining which exemptions to claim (what property you can keep)?

YES NO

iv. Explain which of your debts will be eliminated or “discharged” in your bankruptcy case? YES NO

v. Advise you about the tax consequences of filing this bankruptcy?

YES NO

vi. Advise you that you would be able to keep your home, car or other property? YES NO

vii. Advise how to characterize the nature of your interest in property or debts? YES NO

viii. Advise you to use an incorrect social security number? YES NO

ix. Recommend whether you should “reaffirm” any of your debts?

YES NO

x. Explain which of your debts are “secured,” “unsecured,” and “priority?”

YES NO

- xi. Advise you to exclude assets or income? YES NO
- xii. Advise you about bankruptcy procedures or your rights? YES NO
- xiii. Answer any of the questions in your bankruptcy papers for you?  
YES NO
- xiv. Advise you that you could apply to waive the filing fee? YES NO
- xv. Advise you not to tell anyone about the Preparer's involvement in your case? YES NO

If you have answered any of the questions in item R as a "YES," please provide an explanation below or on the back if you need additional space:

---



---

- S. Did the Preparer refer you to an attorney for additional bankruptcy related services? YES NO

If YES, how much did you pay the attorney? \$ \_\_\_\_\_

What is the attorney's name? \_\_\_\_\_

Any other comments?

---

**I declare (certify, verify, or state) under penalty of perjury that the foregoing is true and correct.**

**Signature:** \_\_\_\_\_ **Signature (Co-Debtor):** \_\_\_\_\_

**Print Name:** \_\_\_\_\_ **Print Name:** \_\_\_\_\_

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

**\*Would you like a copy of the completed form to be sent to you by the United States Trustee? YES NO**