

**MICHAEL R. BAKST, TRUSTEE**  
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**RULE 4002 COMPLIANCE NOTIFICATION**

To: **All Attorneys/Debtors**  
From: **Michael R. Bakst, Chapter 7 Trustee**  
Subject: **8341 Documentation Requirements**

Mailed to:  
JEFFREY B. LAMPERT ESQ  
590 Royal Palm Beach Boulevard  
Royal Palm Beach, FL 33411

Date:

Please be advised that the Chapter 7 Trustee, **Michael R. Bakst**, requests that **all** Debtors provide the following documentation at their scheduled §341 Meeting of Creditors: **DO NOT PROVIDE ORIGINAL DOCUMENTS- PROVIDE ONLY COPIES AS THEY WILL NOT BE RETURNED TO YOU.**

- (1) **ORIGINAL Photo Identification** - Driver's License or Passport AND Social Security Card. Actual Social Security Card or medical insurance card if Social Security Number is insurance account number. **(These items must be presented at the §341 Meeting and not submitted ahead of time and a copy provided to the Trustee at the §341 Meeting.)**
- (2) A copy of the bank statement for each bank and investment account listed on the bankruptcy schedules for the six months before the bankruptcy was filed through the date of the filing, including all mutual funds, annuities, IRAs, and 401K accounts,
- (3) Copies of all vehicle titles and registrations for each vehicle listed on the bankruptcy schedules, along with a copy of proof of insurance for each vehicle. **UNINSURED VEHICLES SHOULD NOT BE DRIVEN.**
- (4) If divorced within the last five (5) years, a copy of the divorce judgment, marital settlement agreement, if any, and financial affidavit.
- (5) As to any business entities owned by the Debtor, provide the most recent tax return, bank statements for the past six months, and most recent profit and loss statements.
- (6) The Bankruptcy Code requires that the Debtor must provide their most recent tax return to the Trustee at least seven (7) days **BEFORE** the First Meeting of Creditors. **If the tax return is e-mailed, it should be e-mailed in pdf format.**

**No other documentation should be e-mailed to the Trustee. The Debtor shall bring said documentation to the §341 First Meeting of Creditors.**

**Any Debtor who fails to provide the items requested above at the §341 Meeting of Creditors will have their §341 Meeting continued to another date and time.**

If you have any questions concerning this request, you can email our office at **baksttrustee@ruden.com** or by calling Joyce Kisker at (561) 838-4503 or Kip Peterson at (561) 838-4539.