Additional Documentation Required For Processing

Michael J. McVay, P.A.
Law Office
753 State Avenue, Ste. 388
Kansas City, KS 66101
(913) 281-6605
FAX (913) 281-6602
mcvaylawoffice@sbcglobal.net

In order to complete your case I must have **copies** of the documents identified below by _____. I accept these by mail, email and fax. Please do not expect me to copy voluminous items. If there is something that is relevant to your case that was not requested please provide it.

- ❑ Signed Professional Services Contract
- ❑ Photo Identification & Social Security Card
- ❑ Certificate of Completion from an approved Credit Counseling Agency
- ❑ TransUnion Credit Report (www.annualcreditreport.com)
- ❑ Experian Credit Report (www.annualcreditreport.com)
- ❑ Equifax Credit Report (www.annualcreditreport.com)
- ❑ Billing Statements from each of your creditors
- ❑ Tax Returns for the previous two years and any tax returns filed in the last two years
- ❑ All Pay Statements or evidence of other sources of income for the last 7-months
- ❑ Bank Statements on all accounts for the last 6-months
- ❑ Deeds on all your Real Estate
- ❑ Notes, Deeds of Trust and/or Mortgages on all your Real Estate
- ❑ Titles to all your motor vehicles (if you do not have a title the registration may suffice)
- ❑ Loan Agreements or Notes on all your motor vehicles
- ❑ Current Auto Insurance I.D. Card
- ❑ Summary Plan Descriptions on all your Retirement Accounts
- ❑ Most Recent on all your Retirement Accounts, Whole Life Insurance, Annuities, etc.
- ❑ All Divorce Decrees & Property Settlement Agreements
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____
- ❑ _____