

The Southern District of NY Bankruptcy

Legal Clinic is staffed by experienced

bankruptcy attorney volunteers and

offers free information and

guidance to individuals who are

representing themselves in the U.S.

Bankruptcy Court. The attorney

volunteers at the Clinic can help

unrepresented individuals understand

the bankruptcy process and provide

limited case-specific advice, but they

cannot represent the debtor in court or

file pleadings.

For more information call: (212) 284-4040

SDNY Bankruptcy Legal Clinic

U.S. Bankruptcy Court

One Bowling Green

New York, NY 10004

Phone: 212-284-4040

Website: [www.nysb.uscourts.gov](http://www.nysb.uscourts.gov)

Southern

District of NY Bankruptcy Legal Clinic

* 30-minute phone consultations
* Call (212) 284-4040

Providing free legal assistance for

people representing themselves in

the U.S. Bankruptcy Court for the Southern District of New York





WHEN CAN I GET HELP AT THE CLNIIC?

Appointments are made by calling the court at (212) 284-4040.

WHAT CAN I EXPECT?

You will need to complete Intake Forms and a Liability Waiver before you can speak with an attorney. Intake Forms and Liability Waivers are available at the Clinic or can be downloaded from our website at [www.nysb.uscourts.gov/clinic](C:\\Users\\aacosta.NYSB\\AppData\\Local\\Microsoft\\Windows\\Temporary Internet Files\\Content.Outlook\\VAB2T2QO\\www.nysb.uscourts.gov\\clinic).

HOW LONG IS MY CONSULTATION?

The Clinic provides *pro se* individuals the opportunity to speak, one-on-one, with a

volunteer bankruptcy attorney for a free half-hour consultation.

WHAT DO I DO IF I‘M ON A DEADLINE?

If you have an important deadline upcoming soon, please contact Clinic staff immediately to set up an appointment by calling (212) 284-4040. The Clinic gives priority whenever possible to those who have a deadline.

How Can We Help You?

* Complete the required forms:
  1. “Intake Questionnaire:” to gain an understanding of the client’s financial condition,
  2. “Agreement for Limited Legal Advice:” confirms the limited scope of legal advice provided and contains a conflict waiver, and
  3. Bankruptcy Checklist
* Write a list of specific questions for the attorney
* Assemble the most recent court papers that were

served on you or that you filed with the court

* Assemble all documents, contracts & paperwork related to your case, including your bankruptcy schedules of assets and liabilities
* Identify any deadlines and tell us about them
* Visit the Bankruptcy Court’s website a[t www.](http://www/) nysb.uscourts.gov for forms, guides, videos and other valuable resources

If you have not yet filed for bankruptcy, please attempt to compile the following documents prior to your appointment:

* Your most recent pay stubs or other income statements for ALL income you receive (e.g. full or part time job, child support income, retirement income, child care income, etc.)
* Your most recent W-2 or Tax Return
* Your credit report - which you can receive free of charge once per year from the following providers:

Equifa[x—http://w](http://www.equifax.com/)ww[.equifax.com](http://www.equifax.com/) Tr[ansUnion—w](http://www.transunion.com/)ww.tr[ansunion.c](http://www.transunion.com/)om [Experian—w](http://www.experian.com/)ww.e[xperian.c](http://www.experian.com/)om

* Your most recent bank statements
* Documentation of the value of your real estate (e.g. house, land) - examples include past appraisals, an estimate from [www.zillow.com,](http://www.zillow.com/) tax assessor’s value, etc.
* If you have not yet filed but you have drafted your filing forms, please let the volunteer attorney know

Be Prepared Before Your Appointment Please

What We Do

* We DO NOT give legal advice on:

→ Adversary Proceedings

→ Criminal matters

→ State court cases

→ Non bankruptcy related issues

* We do not provide representation in court, and will not represent you as your attorney
* We do not complete forms or file pleadings on

your behalf

* We do not get paid for work done at the Clinic

What We Do Not Do

Volunteer attorneys provide limited legal advice and information on bankruptcy issues including, but not limited to (1) petition and schedule preparations;

(2) the reaffirmation process; (3) individual exemptions and (4) other bankruptcy topics

Assist you in preparing court documents

Provide referrals and other resource information