



U. S. Department of Justice

Office of the United States Trustee

*Districts of Maine, Massachusetts,  
New Hampshire and Rhode Island*

53 Pleasant Street, Ste. 2300  
Concord, New Hampshire 03301

(603) 226-3949

**\*\*Date\*\***

**\*\*Debtor's Name**

**\*\*Street Address**

**\*\*City, State Zip Code**

Re: **\*\*Debtor's Name**  
Chapter 7 Case No. **\*\*19-XXXXX**

Dear **\*\*Debtor's name\*\***:

It is the function of the United States Trustee to monitor cases filed in the United States Bankruptcy Court. The enclosed survey form is given to any debtor whose bankruptcy filings may involve a non-attorney bankruptcy preparer.

I ask that you complete the enclosed survey and return the completed form to me in the self-addressed envelope provided by **\*\*Date\*\***.

Thank you in advance for your anticipated cooperation. Please do not hesitate to contact me if you should have any questions.

Office of United States Trustee  
District of New Hampshire

By \_\_\_\_\_

Assistant U.S. Trustee

Enclosure



Office of the United States Trustee  
Districts of New Hampshire  
53 Pleasant Street, Suite 2300  
Concord, NH 03301

## PETITION PREPARER SURVEY

Case Name	Case Number	Today's Date

IT IS THE FUNCTION OF THE UNITED STATES TRUSTEE TO MONITOR CASES FILED IN THE U.S. BANKRUPTCY COURT. THIS SURVEY FORM IS BEING GIVEN TO ANY DEBTOR WHOSE PAPERS MAY HAVE BEEN PREPARED BY A NON-ATTORNEY BANKRUPTCY PREPARER, WHO IS REQUIRED TO COMPLY WITH THE PROVISIONS OF 11 U.S.C. §110.

WE REQUEST THAT YOU PLEASE COMPLETE THIS FORM AND RETURN IT BY **\*DATE\*** IN THE ENCLOSED POSTAGE PREPAID ENVELOPE. IF YOU HAVE ANY QUESTIONS ABOUT THE FORM, PLEASE CONTACT THE OFFICE OF THE U.S. TRUSTEE.

1. Did you have any help completing your bankruptcy petition?     Yes     No
2. Please provide the name and contact information of the person that assisted you to complete your petition:  
Name: \_\_\_\_\_ Address: \_\_\_\_\_  
Telephone No: \_\_\_\_\_  
Email address: \_\_\_\_\_  
Website address: \_\_\_\_\_

3. How much did you pay the petition preparer?    \$ \_\_\_\_\_

**Please provide a copy of any invoice received from the petition preparer for services rendered.**

4. Did you pay the petition preparer by cash  check  money order ?

***\*\*If by check or money order, please include a copy of the check or money order receipt with this survey along with a copy of any invoice provided to you.***

5. Did the petition preparer file your petition with the Court?     Yes     No
6. How did you find the petition preparer? (You read his/her advertising, advice of a friend or relative, etc.)  
\_\_\_\_\_

7. Did you seek the assistance of any other petition preparer or lawyer before choosing to file bankruptcy with the assistance of *this* petition preparer? If so, please identify the other people you consulted \_\_\_\_\_
8. Is there any particular reason you chose *this* petition preparer (e.g., price?). Please state the reasons. \_\_\_\_\_

9. Did your bankruptcy petition preparer tell you—		Yes	No
the difference between secured and unsecured debts?			
what Chapter would be best for you?			
what "Chapter 13" is?			
what kinds of questions might be asked at your Meeting of Creditors?			
what rights you had to claim property exempt from creditors?			
whether you could sell or transfer any property?			
whether you would lose or be able to keep certain property?			
whether or not you are required to disclose or list any asset?			
how to complete any question on your Statement of Financial Affairs?			
whether any of your debts might be non-dischargeable?			
what effect bankruptcy would have on any student loan or child support?			
whether or not you should pay any particular debt?			

10. How did you decide what exemptions to claim?
- Went to public library to look it up
  Preparer helped decide  
 Used materials supplied by preparer
  Knew somebody else who helped  
 Other (please explain: ) \_\_\_\_\_
11. Did the preparer give you any written instructional material, or offer any other information or assistance beyond just typing the papers, on any aspect of your bankruptcy case?

Kind of Instruction	Yes	No	Subject
written instruction materials			
oral instruction/assistance			

12. Did your preparer communicate with any of your creditors?    Yes    No
- If yes, did he or she communicate (mark all that apply)--*
- only that bankruptcy papers were being prepared,
  the amount of any debts,  
 whether you might retain or redeem property or reaffirm debts,
  the value of any asset  
 whether any property was subject to liens
  the enforceability of any lien or obligation,
 other  
 (please explain): \_\_\_\_\_
13. Did your preparer tell you that he or she was unable to give you any information because it called for legal advice?    Yes    No    If so, what kind of information did he or she decline to give you? \_\_\_\_\_

14. Did your preparer give you any information which you feel amounted to legal advice?  
If so, please explain:  
\_\_\_\_\_
15. Did your preparer give you any information which you feel was incorrect? If so, Please explain:  
\_\_\_\_\_
16. Did your petition preparer tell you that there is a New Hampshire Bankruptcy Court decision that says his/her fee cannot exceed \$150 without approval by the Court? Yes No
17. Were you asked to pay anything more than the fee originally quoted for the work you understood would be performed?  Yes No (If yes, total amount charged: \$\_\_\_\_\_)
18. Were you charged any separate or additional fee for preparing any other documents or for any other additional services?  Yes  No (If yes, please describe additional services and amount charged:) \_\_\_\_\_
19. How satisfied were you with the services of your preparer?  

1	2	3	4	5	6	7	8	9	10
(Least Satisfied)					(Most Satisfied)				
20. Do you have any other comments? (Please feel free to use additional pages.)  
\_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_ Signature \_\_\_\_\_

Please return within seven (7) days in the postage prepaid envelope to:

Office of United States Trustee  
 53 Pleasant Street, Ste. 2300  
 Concord, NH 03301  
 (603) 226-3949

Thank you. Your cooperation is appreciated.