

## CHAPTER 13 ORDER TO DEBTOR

Debtor(s) having requested and received relief pursuant to chapter 13 of title 11 of the United States Bankruptcy Code, it is ORDERED that, within 14 days from the date of the filing of the Petition, Debtor(s), by counsel, shall transmit **legible copies** of the following documents to the Chapter 13 trustee via the trustee's document portal at <https://documents.ch13edky.com>:

1. All deeds or contracts under which Debtor(s) holds title to or any interest in real estate;
2. All recorded mortgages on all real estate in which Debtor(s) holds an interest (the copy must show the date on which the mortgage was recorded by the county clerk, the county in which the mortgage was recorded, and the property description);
3. All certificates of title on which the name(s) of Debtor(s) appears as owner (either individually or jointly) of any motor vehicle or manufactured (mobile) home that serves as security or was intended to serve as security for any loan;
4. The last federal income tax return;
5. Paycheck stubs or equivalent documents issued by the employer(s) of Debtor(s) showing the gross earnings and all deductions for at least 60 days before the filing of the petition;
6. Government-issued photo identification;
7. Proof of social security number(s) (social security number card, W-2, or other evidence approved by the United States Trustee).

If Debtor(s) is not represented by counsel, Debtor(s) shall send **legible copies** (not originals) of the above-listed documents by mail to the trustee whose name and address appear above. The name(s) and case number of Debtor(s) must be identified on each document or in a cover letter affixed to the documents.

Except for the aforementioned documents, Debtor(s) is restrained and enjoined from transferring, abandoning, releasing to creditors, or in any way disposing of property of the estate until further order of the court.

***Failure to comply with this Order may result in the filing of a motion to dismiss the within case. Counsel for Debtor(s), if any, is responsible for ensuring that Debtor(s) complies with this Order.***