

This form contains Restricted Information.
NOTE: Any part of a **Social Security Number** is **Restricted Information** per Md. Rule 16-915(e).



CIRCUIT **ORPHANS' COURT FOR** _____, **MARYLAND**

Located at _____ **Case No.** _____
Court Address

Name of Debtor

STATEMENT OF FINANCIAL AFFAIRS
(Md. Rule 13-202(a))

You must file a Notice Regarding Restricted Information Pursuant to Rule 20-201.1 (form MDJ-008) with this submission.

NOTE: This statement is to be completed by every debtor. An individual debtor engaged in business as a sole proprietor, partner, family farmer, or self-employed professional, should provide the information requested on this statement concerning all such activities as well as the individual's personal affairs.
 Attach additional sheets if needed.

1. INCOME FROM OPERATION OF BUSINESS

State the gross amount of income the debtor has received from operation of the debtor's business from the beginning of this calendar year to the date this proceeding was filed. State also the gross amounts received during the **two (2) years** immediately preceding this calendar year. (A debtor that maintains, or has maintained, financial records on the basis of a fiscal rather than a calendar year may report fiscal year income. Identify the beginning and ending dates of the debtor's fiscal year.)

NONE

<u>AMOUNT</u>	<u>SOURCE (if more than one)</u>
\$	
\$	
\$	
\$	

2. INCOME OTHER THAN FROM OPERATION OF BUSINESS

State the amount of income received by the debtor other than from operation of the debtor's business during the **two (2) years** immediately preceding the filing of this proceeding.

NONE

<u>AMOUNT</u>	<u>SOURCE (if more than one)</u>
\$	
\$	
\$	
\$	

3. PAYMENTS TO CREDITORS

a. *Payments within 90 days.* List each payment or other transfer to any creditor made within **90 days** immediately preceding the filing of this proceeding if the aggregate amount of all payments or other transfers to such creditor is not less than \$10,000.00.

NONE

<u>NAME AND ADDRESS OF CREDITOR</u>	<u>DATES OF PAYMENTS/ TRANSFERS</u>	<u>AMOUNT PAID OR VALUE OF TRANSFERS</u>	<u>AMOUNT STILL OWING</u>
		\$	\$
		\$	\$
		\$	\$
		\$	\$

b. *Payments to insiders.* List all payments made within **one (1) year** immediately preceding the filing of this proceeding to or for the benefit of creditors who are or were insiders within the meaning of 11 U.S.C. § 101(31).

NONE

<u>NAME AND ADDRESS OF CREDITOR AND RELATIONSHIP TO DEBTOR</u>	<u>DATES OF PAYMENTS</u>	<u>AMOUNT PAID</u>	<u>AMOUNT STILL OWING</u>
		\$	\$
		\$	\$
		\$	\$
		\$	\$

4. SUITS, EXECUTIONS, GARNISHMENTS AND ATTACHMENTS

a. List all suits and administrative proceedings to which the debtor is or was a party within **one (1) year** immediately preceding the filing of this proceeding.

NONE

<u>CAPTION OF SUIT AND CASE NUMBER</u>	<u>NATURE OF PROCEEDING</u>	<u>COURT OR AGENCY AND LOCATION</u>	<u>STATUS OR DISPOSITION</u>

Case No. _____

b. Describe all property that has been attached, garnished or seized under any legal or equitable process within **one (1) year** immediately preceding the filing of this proceeding.

NONE

<u>NAME AND ADDRESS OF PERSONS FOR WHOSE BENEFIT WAS SEIZED</u>	<u>DATE OF SEIZURE</u>	<u>DESCRIPTION AND VALUE OF PROPERTY</u>

5. **REPOSSESSIONS, FORECLOSURES, AND RETURNS**

List all property that has been repossessed by a creditor, sold at a foreclosure sale, transferred through a deed in lieu of foreclosure or returned to the seller within **one (1) year** immediately preceding the filing of this proceeding.

NONE

<u>NAME AND ADDRESS OF CREDITOR OR SELLER</u>	<u>DATE OF REPOSSESSION, FORECLOSURE SALE, TRANSFER, OR RETURN</u>	<u>DESCRIPTION AND VALUE OF PROPERTY</u>

6. **GIFTS**

List all gifts or charitable contributions made within **one (1) year** immediately preceding the filing of this proceeding in the aggregate amount of \$2,500 or more to each recipient.

NONE

<u>NAME AND ADDRESS OF PERSON OR ORGANIZATION</u>	<u>RELATIONSHIP TO DEBTOR, IF ANY</u>	<u>DATE OF GIFT</u>	<u>DESCRIPTION AND VALUE OF GIFT</u>

7. LOSSES

List all losses from fire, theft or other casualty within **one (1) year** immediately preceding the filing of this proceeding **or since the filing of this proceeding**.

NONE

<u>DESCRIPTION AND VALUE OF PROPERTY</u>	<u>DESCRIPTION OR CIRCUMSTANCES AND, IF LOSS WAS COVERED IN WHOLE OR IN PART BY INSURANCE, GIVE PARTICULARS</u>	<u>DATE OF LOSS</u>

8. OTHER TRANSFERS

List all other property, other than property transferred in the ordinary course of the business or financial affairs of the debtor, transferred either absolutely or as security within **two (2) years** immediately preceding the filing of this proceeding.

NONE

<u>NAME AND ADDRESS OF TRANSFEREE AND RELATIONSHIP TO DEBTOR</u>	<u>DATE</u>	<u>DESCRIBE PROPERTY TRANSFERRED AND VALUE RECEIVED</u>

9. CLOSED FINANCIAL ACCOUNTS

List all financial accounts and instruments held in the name of the debtor or for the benefit of the debtor which were closed, sold, or otherwise transferred within **one (1) year** immediately preceding the filing of this proceeding. Include checking, savings, or other financial accounts, certificates of deposit, or other instruments; shares and share accounts held in banks, credit unions, pension funds, cooperatives, associations, brokerage houses and other financial institutions.

NONE

<u>NAME AND ADDRESS OF INSTITUTION</u>	<u>TYPE OF ACCOUNT, LAST FOUR (4) DIGITS OF ACCOUNT NUMBER, AND AMOUNT OF FINAL BALANCE</u>	<u>AMOUNT AND DATE OF SALE OR CLOSING</u>

10. SAFE DEPOSIT BOXES

List each safe deposit or other box or depository in which the debtor has or had securities, cash, or other valuables within **one (1) year** immediately preceding the filing of this proceeding.

NONE

<u>NAME AND ADDRESS OF BANK OR OTHER DEPOSITORY</u>	<u>NAMES AND ADDRESS OF THOSE WITH ACCESS TO BOX OR DEPOSITORY</u>	<u>DESCRIPTION OF CONTENTS</u>	<u>DATE OF TRANSFER OR SURRENDER, IF ANY</u>

11. SET-OFFS

List all set-offs made by any creditors, including a bank, against a debt or deposit of the debtor within **90 days** preceding the filing of this proceeding.

NONE

<u>NAME AND ADDRESS OF CREDITOR</u>	<u>DATE OF SET-OFF</u>	<u>AMOUNT OF SET-OFF</u>

12. PROPERTY HELD FOR ANOTHER PERSON

List all property owned by another person that the debtor holds or controls.

NONE

<u>NAME AND ADDRESS</u>	<u>DESCRIPTION AND VALUE OF PROPERTY</u>	<u>LOCATION OF PROPERTY</u>

13. **PRIOR ADDRESS OF DEBTOR**

If the debtor has moved its principal office within the **three (3) years** immediately preceding the filing of this proceeding, list all premises which the debtor occupied during that period and vacated.

NONE

<u>ADDRESS</u>	<u>NAME USED</u>	<u>DATE OF OCCUPANCY</u>

14. **ENVIRONMENTAL INFORMATION**

For the purpose of this question, the following definitions apply:

“Environmental Law” means any federal, state, or local statute or regulation regulating pollution, contamination, releases of hazardous or toxic substances, wastes or material into the air, land, soil, surface water, groundwater, or other medium, including, but not limited to, statutes or regulations regulating the cleanup of these substances, wastes, or material.

“Site” means any location, facility, or property as defined under any Environmental Law, whether or not presently or formerly owned or operated by the debtor, including, but not limited to, disposal sites.

“Hazardous Material” means anything defined as a hazardous waste, hazardous substance, toxic substance, hazardous material, pollutant, or contaminant or similar term under an Environmental Law.

a. List the name and address of every site for which the debtor has received notice in writing by a governmental unit that it may be liable or potentially liable under or in violation of an Environmental Law. Indicate the governmental unit, the date of the notice, and, if known, the Environmental Law:

NONE

<u>SITE NAME AND ADDRESS</u>	<u>NAME AND ADDRESS OF GOVERNMENTAL UNIT</u>	<u>DATE OF NOTICE</u>	<u>ENVIRONMENTAL LAW</u>

Case No. _____

b. List the name and address of every site for which the debtor provided notice to a governmental unit of release of hazardous material. Indicate the governmental unit to which the notice was sent and the date of the notice.

NONE

<u>SITE NAME AND ADDRESS</u>	<u>NAME AND ADDRESS OF GOVERNMENTAL UNIT</u>	<u>DATE OF NOTICE</u>	<u>ENVIRONMENTAL LAW</u>

c. List all judicial or administrative proceedings, including settlements or orders, under any Environmental Law with respect to which the debtor is or was a party. Indicate the name and address of the governmental unit that is or was a party to the proceeding, and the docket number.

NONE

<u>NAME AND ADDRESS OF GOVERNMENTAL UNIT</u>	<u>DOCKET NUMBER</u>	<u>STATUS OR DISPOSITION</u>

15. **NATURE, LOCATION, AND NAME OF BUSINESS**

a. If the debtor is an individual, list the names, addresses, taxpayer identification numbers, nature of the business, and beginning and ending dates of all businesses in which the **debtor** was an officer, director, partner, or managing executive of a corporation, limited liability company, partner in a partnership, sole proprietorship, or was self-employed in a trade, profession, or other activity either full- or part-time within the **six (6) years** immediately preceding the commencement of this case, or in which the debtor owned 5 percent or more of the voting or equity securities within the **six (6) years** immediately preceding the commencement of this case.

b. If the debtor is a limited liability company or a partnership, list the names, addresses, taxpayer identification numbers, nature of the business, and beginning and ending dates of all businesses in which the debtor was a member, partner, stockholder, or owned five (5) percent or more of the voting or equity securities, within the **six (6) years** immediately preceding the filing of this proceeding.

c. If the debtor is a corporation, list the names, addresses, tax payer identification numbers, nature of the businesses, and beginning and ending dates of all businesses in which the debtor was a partner or owned five (5) percent or more of the voting or equity securities, within the **six (6) years** immediately preceding the commencement of this case.

Case No. _____

NONE

<u>NAME</u>	<u>LAST FOUR (4) DIGITS OF SSN, COMPLETE EIN OR OTHER TAXPAYER ID. NO.</u>	<u>ADDRESS</u>	<u>NATURE OF BUSINESS</u>	<u>BEGINNING AND ENDING DATES</u>

16. **BOOKS, RECORDS, AND FINANCIAL STATEMENTS**

a. List all **bookkeepers** and **accountants** who within the **two (2) years** immediately preceding the filing of this proceeding kept or supervised the keeping of books of account and records of the debtor.

NONE

<u>NAME AND ADDRESS</u>	<u>DATES SERVICES RENDERED</u>

b. List all firms or individuals who within the **two (2) years** immediately preceding the filing of this proceeding have audited the books of account and records, or prepared a financial statement of the debtor.

NONE

<u>NAME</u>	<u>ADDRESS</u>

Case No. _____

c. List all firms or individuals who at the time of the filing of this proceeding were in possession of the books of account and records of the debtor. If any of the books of account and records are not available, explain.

NONE

<u>NAME</u>	<u>ADDRESS</u>

d. List all financial institutions, creditors and other parties, including mercantile and trade agencies, to whom a financial statement was issued within the **two (2) years** immediately preceding the filing of this proceeding.

NONE

<u>NAME AND ADDRESS</u>	<u>DATE ISSUED</u>

17. INVENTORIES

a. List the dates of the last two (2) inventories taken of the debtor's property, the name of the person who supervised the taking of each inventory, and the dollar amount and basis of each inventory.

NONE

<u>DATE OF INVENTORY</u>	<u>INVENTORY SUPERVISOR</u>	<u>DOLLAR AMOUNT OF INVENTORY</u> (Specify cost, market, or other basis)

Case No. _____

b. List the name and address of the person having possession of the records of each of the two (2) inventories reported in a., above.

NONE

<u>DATE OF INVENTORY</u>	<u>NAME AND ADDRESS OF CUSTODIAN OF INVENTORY RECORDS</u>

18. **CURRENT MEMBERS, PARTNERS, OFFICERS, DIRECTORS, AND SHAREHOLDERS**

a. If the debtor is a limited liability company or partnership, list the managing members, general partners, or members or partners that directly or indirectly control the debtor.

NONE

<u>NAME AND ADDRESS</u>	<u>POSITION AND NATURE OF INTEREST</u>	<u>PERCENTAGE OF INTEREST, IF ANY</u>

b. If the debtor is a corporation, list all officers and directors of the corporation, and each stockholder who directly or indirectly controls the voting or equity securities of the debtor.

NONE

<u>NAME AND ADDRESS</u>	<u>TITLE</u>	<u>NATURE AND PERCENTAGE OF INTEREST, IF ANY</u>

19. **FORMER MEMBERS, PARTNERS, OFFICERS, DIRECTORS, AND SHAREHOLDERS**

a. If the debtor is a limited liability company or a partnership, list each member or partner who withdrew from the limited liability company or partnership within **one (1) year** immediately preceding the filing of this proceeding.

NONE

<u>NAME</u>	<u>ADDRESS</u>	<u>DATE OF WITHDRAWAL</u>

a. If the debtor is a corporation, list all officers, or directors whose relationship with the corporation terminated within **one (1) year** immediately preceding the filing of this proceeding.

NONE

<u>NAME AND ADDRESS</u>	<u>TITLE</u>	<u>DATE OF TERMINATION</u>

20. **WITHDRAWALS FROM A LIMITED LIABILITY COMPANY, PARTNERSHIP, OR DISTRIBUTIONS BY A CORPORATION**

If the debtor is a limited liability company, partnership or a corporation, list all withdrawals or distributions credited or given to an insider (as defined under 11 U.S.C. § 101(31), including compensation in any form, bonuses, loans, stock redemptions, options exercised and any other prerequisite during **one (1) year** immediately preceding the filing of this proceeding.

NONE

<u>NAME AND ADDRESS OF RECIPIENT AND RELATIONSHIP TO DEBTOR</u>	<u>DATE AND PURPOSE OF WITHDRAWAL</u>	<u>AMOUNT OF MONEY OR DESCRIPTION AND VALUE OF PROPERTY</u>

21. **TAX CONSOLIDATION GROUP**

If the debtor has been a member of any consolidated group for tax purposes within the **six (6) year period** immediately preceding the filing of this proceeding, provide the name of the parent corporation and the employee identification of the parent corporation.

NONE

<u>NAME OF PARENT CORPORATION</u>	<u>TAXPAYER IDENTIFICATION NUMBER (EIN)</u>

22. **PENSION FUND**

If the debtor is a limited liability company, partnership or corporation, list the name and federal taxpayer identification number of any pension fund to which the debtor, as an employer, has been responsible for contributing at any time within the **six (6) year period** immediately preceding the commencement of the case.

NONE

<u>NAME OF PENSION FUND</u>	<u>TAXPAYER IDENTIFICATION NUMBER (EIN)</u>

DECLARATION UNDER OATH CONCERNING DEBTOR'S STATEMENT OF FINANCIAL AFFAIRS

I solemnly affirm under penalties of perjury and upon personal knowledge that I have read the answers contained in this Statement of Financial Affairs, including any attachments, and that the content of these documents is true to the best of my knowledge, information, and belief.

_____ Date

_____ Signature

_____ Street Address

_____ Printed Name and Title

_____ City, State, Zip

_____ Telephone Number

_____ E-mail

_____ Fax

(An individual signing on behalf of a limited liability company, partnership or corporation must indicate the individual's position or relationship to debtor.)

_____ continuation sheets attached