

To: **JANET SWISTAK** @ Swistak & Levine Date: _____
Facsimile No. (248) 851-4620
From: _____, Administrator/Manager of _____ Apartments
Re: _____
(name of resident/former resident)

TENANT BANKRUPTCY INFORMATION FORM

1. Is the debtor a current resident?
____ no, the debtor vacated on _____, but still owes \$ _____.
____ yes, the debtor still occupies the leased premises,
located at _____.
2. Is/was the tenancy ____ month-to-month OR ____ pursuant to a lease which expires on _____
3. Has the debtor paid a security deposit? If so, what is the amount of the deposit? \$ _____
4. If debtor still occupies the leased premises, is the rent in arrears?
____ no, debtor is not in arrears. Debtor's rent is paid through _____.
____ yes, debtor owes rent for the month(s) of _____ at the rate of \$ _____
per month, plus late charges of \$ _____ per month, plus unpaid other charges of \$ _____ for
the month(s) of _____
5. If the rent is not current, was an eviction action filed?
case was filed; _____ judgment was entered; _____ writ was ordered _____
yes or no yes or no yes or no
6. If debtor still occupies the leased premises, has debtor advised management whether he is going
to continue residing there or is planning to vacate? If yes, which one? _____
7. If debtor is intending to vacate, did he provide a date by which he expects to do so? _____
If so, by what date? _____
8. Is there anything else I should know about this matter? _____

9. Attached is a copy of : _____ Notice of Commencement
_____ Correspondence from the debtor's bankruptcy attorney
_____ Chapter 13 Plan
_____ Other