



UNITED STATES BANKRUPTCY COURT SOUTHERN DISTRICT OF FLORIDA

NOTICE OF REQUIREMENT FOR DEBTORS WITHOUT ATTORNEY REPRESENTATION TO PROVIDE PHOTO IDENTIFICATION

Under **Local Rule 1002-1**, the Clerk is authorized to refuse acceptance of the filing of a bankruptcy petition that does not include proper identification. At the time of filing, you **must** meet the following requirements:

- If you are not represented by an attorney, you **must** provide a valid, current official government photo identification, or
- If you are a person holding a power-of-attorney authorizing you to file a petition for a person who is **not** represented by an attorney, in addition to the requirement above, you **must** also provide the clerk with current official government photo identification.
- If the petition is for a married couple and only one spouse appears in person to file the petition, a legible copy of the absent spouse's identification must be provided at the time the petition is filed.
- A petition filed by an entity that is not an individual must be accompanied by a copy of the resolution or other authorization for the entity to file the petition.
- The petition must contain a wet-ink signature and an address for the debtor.

Examples of Proper Identification when filing In-Person or by Mail:

- **For Individuals**, examples of VALID and LEGIBLE government-issued identification include:
 - State driver's license
 - State or federal-issued identification card
 - U.S. or foreign passport
 - Federal, state, or local U.S. government employee photo identification card
- **For an "Authorization Required" voluntary petition**, examples include a VALID and LEGIBLE corporate resolution which specifically references the bankruptcy case being filed (see Local Rule 1002-1(a)).

Retention of Identification Photocopies by the Clerk: The clerk will scan identification photocopies into PDF documents for retention on the court docket **BUT** will be restricted from public view. Any paper copies submitted will be destroyed.