

CHECKLIST

TO APPLY FOR MOTION TO PROCEED IN FORMA PAUPERIS (MIFP)

Fill out Form **JDF205 MOTION TO FILE WITHOUT PAYMENT OF FILING FEE**. Correct and complete information must be provided on this form. Inadequate or incomplete information may result in your request to file the Motion being denied and filing fees will be assessed and all or partial payments expected. If an item on the form does not apply, please write "N/A".

- ✓ Copies of the previous three months bank statements including checking and savings must be included with the JDF205 form.
- ✓ DO NOT provide originals.

- ✓ Copies of the previous three months pay stubs and/or proof of income must be included
- ✓ DO NOT provide originals.

- ✓ Income can include, wages, self-employment income, unemployment benefits, Social Security, SSI, alimony, workers' compensation, etc. (See page 2 of the JDF205 form).

- ✓ Child support is not included as income but can be included as an expense.

- ✓ Nonessential items such as cable or satellite television, club memberships, entertainment, dining out, etc. shall not be included in determining expenses. (See page 2 of the JDF205 form).