



Financial Information & Service Center, Inc.
dba: CCCS of Northeastern Wisconsin
800-366-8161

www.fisc-cccs.org

FINANCIAL INTAKE FORM

A certified financial counselor will help you assess your financial situation and provide available options.

Get Started Now

Choose one of these 3 easy options:

Option 1 - Go ONLINE

This is the **quickest and easiest way.**

1. Go to www.fisc-cccs.org.
2. Click "**Get Out Of Debt Now**" button.
3. Please note the computer will time out after 30 minutes of inactivity. If you get locked out simply use your Client ID and PIN number to continue.
4. Follow directions on screen and submit.
5. Someone will contact you within 1 business day of submitting your information about scheduling a free consultation.

Option 2 - Call 1-800-366-8161

Call us to schedule a **FREE CONSULTATION.**

Option 3 - Fill out this form and:

<u>Send to:</u>	OR	<u>Drop off in person:</u>
FISC		FISC
PO Box 335		Goodwill Campus
Menasha, WI 54952		1800 Appleton Rd
		Menasha, WI 54952

For ONLINE BANKRUPTCY

1. Go to www.fisc-cccs.org
2. Hover on "**Our Services**"
3. Drop down menu choose "Bankruptcy"
4. Scroll down and choose "Pre-Filing" or Pre-Discharge" option.



FISC is a program of Goodwill NCW



FEES

\$25 FINANCIAL COUNSELING APPOINTMENT

If you pursue financial counseling, \$25 will be collected at the first counseling appointment which will include the Debt Management Plan (DMP) set-up fee, if applicable. If you believe you are unable to pay, a counselor will determine if the fee can be waived. Counseling is offered without regard to a debtor's ability to pay. *Acceptable forms of payment:* cash, debit card, or money order only.

BANKRUPTCY RELATED FEES-

Pre-Filing Counseling - \$50 **non-refundable** fee per person.

Pre-Discharge Education - \$25 **non-refundable** fee per person.

Fees will be waived if your household current income is less than 150% of poverty guidelines updated periodically in the Federal Register by the U.S. Department of Health and Human Services under the authority of 42 U.S.C. 9902(2), as adjusted from time to time, for a household or family of the size involved in the fee determination.

For questions, call (920)886-1000.

Cash or money order only payable to **FISC** or debit card. Fees are the same whether in person or online.

HOUSING COUNSELING

No fees apply

DEBT MANAGEMENT PLAN FEES

The monthly fee for debt management plans is 10% of the amount paid to your creditors with a maximum monthly fee of \$50. Your financial counselor will determine your need for this program.

Appointment Date: _____

Appointment Time: _____

Counselor: _____

Payment Date: _____ Collect Fee: _____

Applicant: (Please Print)

First Name: _____
 Last Name: _____
 Gender: M F Birth date: ____/____/____
 Social Security #: _____
 Daytime Phone: _____
 Evening Phone: _____
 E-mail: _____
 Address: _____
 City/State/Zip: _____
 County: _____
 Number of Dependents: ____ Number in Household: ____
 Marital Status: S M Div Sep Widow
 Education Level: Elem HS College
 Veterans/Active Duty/Reserves: Yes No
 Ethnic group:
 White (not of Hispanic origin)
 Black/African American
 Hispanic/Latino
 Asian
 Hmong
 American Indian or Alaskan Native
 Native Hawaiian or other Pacific Islander
 Other (please specify) _____

Co-Applicant: (Please Print)

First Name: _____
 Last Name: _____
 Gender: M F Birth date: ____/____/____
 Social Security #: _____
 Daytime Phone: _____
 Evening Phone: _____
 E-mail: _____
 Education Level: Elem HS College
 Veterans/Active Duty/Reserves: Yes No
 Ethnic group:
 White (not of Hispanic origin)
 Black/African American
 Hispanic/Latino
 Asian
 Hmong
 American Indian or Alaskan Native
 Native Hawaiian or other Pacific Islander
 Other (please specify) _____

Housing: Own Rent Buying Other
 Type of financing: _____
 Months Delinquent? _____ Lender _____
 Home Equity Loan? Yes No

	<u>Present Value</u>	<u>Amount Owed</u>		<u>Present Value</u>	<u>Amount Owed</u>
Auto Loan #1	\$ _____	\$ _____	Cottage/Cabin	\$ _____	\$ _____
Auto Loan #2	\$ _____	\$ _____	Other	\$ _____	\$ _____
Mortgage Loan	\$ _____	\$ _____	Other	\$ _____	\$ _____
2nd Mortgage	\$ _____	\$ _____	Other	\$ _____	\$ _____
Rec Vehicles	\$ _____	\$ _____	Savings Acct	\$ _____	
Land	\$ _____	\$ _____	Checking Acct	\$ _____	
Student Loans \$ _____		Deferred Y__ N__		
State Taxes owed	\$ _____	Estimated Amount of last year's State Refund	\$ _____		
Federal Taxes owed	\$ _____	Estimated Amount of last year's Federal Refund	\$ _____		

Applicant's Employment Status: Unemployed F/T P/T Self Employed Retired

Employer: _____
 Occupation: _____ Gross Pay Check \$ _____ Net Pay Check \$ _____
 Salaried or Hourly (**circle one**) SSI Income/Pension/Other _____
 Pay Period: Weekly/ Bi-weekly/Semi-Monthly/Monthly (**circle one**)
 Additional Employment? _____ Additional Income \$ _____

Co-Applicant's Employment Status: Unemployed F/T P/T Self Employed Retired

Employer: _____
 Occupation: _____ Gross Pay Check \$ _____ Net Pay Check \$ _____
 Salaried or Hourly (**circle one**) SSI Income/Pension/Other _____
 Pay Period: Weekly/ Bi-weekly/Semi-Monthly/Monthly (**circle one**)
 Additional Employment? _____ Additional Income \$ _____

Your Monthly Living Expenses

(Round to the nearest dollar)

Rent or Mortgage	
2 nd Mortgage/Equity Line	
Home owner/Rental Insurance	
Property Tax	
Home maintenance/Improvement	
Heat/Electric/Gas	
Phone/Cell Phone	
Internet/Cable TV	
Water/Sewer/Trash	
Food	
Lunches/Snacks	
Dining Out	
Gas/Bus Fare	
Auto Maintenance/Repair	
License & Registration	
Vehicle Insurance	
Car Payment 1	
Car Payment 2	
Child Care/Babysitting	

Doctor/Dentist/Ortho	
Prescriptions	
College Student Loans	
Pet Food & Expenses	
Paper/Cleaning Products	
Clothing/Shoes	
Books/Papers/Magazines	
Student Tuition/Lessons	
Church Tithes	
Major Holidays/Gifts/Cards	
Hair Care/Personal Care	
Health Club	
Tobacco/Alcohol	
Vacations	
Entertainment – non-food	
Gambling	
Other/	
Other/	
Other/	

Please describe your financial concerns and what you are hoping to obtain from financial counseling.

Please tell us how you heard about FISC: ___ Attorney ___ Friend/Family ___ Billboard ___ EAP ___ Bankruptcy Attorney
 ___ Creditors ___ Employer ___ Co-Worker ___ NFCC Referral ___ Pay Day Lender ___ Credit Union/Bank ___ Phone Book
 ___ Church ___ Another Agency _____

FACTS

WHAT DOES the Financial Information & Service Center (FISC) DO WITH YOUR PERSONAL INFORMATION?

Why?	Financial companies choose how they share your personal information. Federal law gives consumers the right to limit some but not all sharing. Federal law also requires us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand what we do.
What?	<p>The types of personal information we collect and share depend on the product or service you have with us. This information can include:</p> <ul style="list-style-type: none"> ■ Social Security number and income ■ assets and aggregate case file information ■ debt history and information needed by creditors <p>When you are <i>no longer</i> our customer, we continue to share your information as described in this notice.</p>
How?	All financial companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons financial companies can share their customers' personal information; the reasons FISC chooses to share; and whether you can limit this sharing.

Reasons we can share your personal information	Does FISC share?	Can you limit this sharing?
For our everyday business purposes— such as to process your transactions, maintain your account(s), respond to court orders and legal investigations, or report to credit bureaus	Yes	No
For our marketing purposes— to offer our products and services to you	Yes	No
For joint marketing with other financial companies	No	No
For our affiliates' everyday business purposes— information about your transactions and experiences	Yes	No
For our affiliates' everyday business purposes— information about your creditworthiness	No	Yes
For our affiliates to market to you	No	Yes
For nonaffiliates to market to you	No	Yes

Questions?	Call 800-366-8161 or go to
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Who we are

Who is providing this notice?

This notice is provided by the Financial Information & Service Center, Inc. (FISC), a Consumer Credit Counseling agency.

What we do

How does FISC protect my personal information?

To protect your personal information from unauthorized access and use, we use security measures that comply with federal law. These measures include computer safeguards and secured files and buildings.

How does FISC collect my personal information?

We collect your personal information, for example, when you

- provide information to us or authorize us to pull a credit report
- give us income or debt information
- we also collect information from others, such as credit bureaus and creditors.

Why can't I limit all sharing?

Federal law gives you the right to limit only

- sharing for affiliates' everyday business purposes—information about your creditworthiness
- affiliates from using your information to market to you
- sharing for nonaffiliates to market to you

State laws and individual companies may give you additional rights to limit sharing.

Definitions

Affiliates

Companies related by common ownership or control. They can be financial and nonfinancial companies.

- *Our affiliates include Payment Partner and Goodwill of North Central Wisconsin, Inc. FISC is a program of Goodwill NCW.*

Nonaffiliates

Companies not related by common ownership or control. They can be financial and nonfinancial companies.

- *Funders, such as HUD, Neighborworks, or other funders, to be reviewed for program compliance and monitoring, and for follow-up with clients related to program evaluation.*

Joint marketing

A formal agreement between nonaffiliated financial companies that together market financial products or services to you.

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Other important information

CCCS of Northeastern Wisconsin

PO Box 335
Menasha, WI 54952
920-886-1000

1660 W Mason St
Green Bay, WI 54311
920-569-1598

57 N 12th Ave
Sturgeon Bay, WI 54235
920-743-1862

1600 W 20th
Oshkosh, WI 54901
920-966-1200

Sign
and
Return

PRIVACY POLICY: Financial Information & Service Center, Inc./dba Consumer Credit Counseling Service (CCCS) of Northeastern Wisconsin asks clients to describe their personal financial information so that we can provide services to our clients.

1. We do not disclose non-public personal information about our clients or former clients to anyone, except as permitted by law.
2. We may compile aggregate information that you give us, but do not disclose this in a way that would identify you.
3. We may disclose some information that we collect, as described in the CCCS Privacy Form, to creditors or third parties who need this information to assist you after a counseling session, or to put you on a Debt Management Program (DMP).
4. We may disclose some information to contracting, auditing, licensing and contracting personnel who need this information.
5. Our Privacy Practices are explained on the CCCS Privacy Form.

Release: I acknowledge receiving the CCCS Privacy Form. I authorize this Consumer Credit Counseling Service to release non-public personal information it obtains about me to 1) my creditors, 2) any third parties necessary to resolve the matters discussed during my counseling sessions, and 3) auditing, contracting, licensing and accrediting personnel. I authorize all of my creditors to provide non-public personal information about me to this Consumer Credit Counseling Service.

Consumer _____ Date _____

Consumer _____ Date _____

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AGREEMENT FOR SERVICES

THE SINGULAR IS USED EVEN WHEN THE PLURAL MAY APPLY

I hereby authorize CCCS of Northeastern Wisconsin, a business conducted by FISC (CCCS), a non-profit agency, its employees, agents and volunteers to counsel and advise me on its money management and budgeting pertaining to my financial situation. Our counselors are trained and certified in accordance with the National Foundation for Credit Counseling (NFCC).

Client fees for the counseling program include:

- FREE INITIAL ASSESSMENT (up to 30-minute session with a certified credit counselor by phone, online or in person to help you assess your financial situation and provide available options).
- \$25 FINANCIAL COUNSELING APPOINTMENT (which includes a DMP set-up fee, if applicable) If you pursue financial counseling, the \$25 will be collected at the first counseling appointment.
- PRE-BANKRUPTCY COUNSELING: \$50 per person. This fee will be waived if your household current income is less than 150 percent of the poverty guidelines updated periodically in the Federal Register by the U.S. Department of Health and Human Services under the authority of 42 U.S.C. 9902(2), as adjusted from time to time, for a household or family of the size involved in the fee determination.

In addition to client fees this agency receives financial support from funders. A portion of funding comes from voluntary contributions from creditors who participate in DMPs. Since creditors have a financial interest in having debts repaid, most are willing to make a contribution to help fund the overall services of the agency.

I hereby hold CCCS, its employees, agents and volunteers harmless from any claim, suit, action, or demand of my creditors, myself or any other person arising out of or connected with said advice or counseling. Nothing herein shall apply to actions or claims under the provisions of the United States Bankruptcy Code, 11 U.S.C. 101 et seq.

Furthermore, I understand that bankruptcy is a legal matter and that CCCS does not give legal advice. If I am referred to an attorney by CCCS, I understand that this is only to obtain legal advice and not a recommendation to file bankruptcy. If I am referred to an attorney, I will contact CCCS, and inform CCCS of the outcome of the advice given.

In the event I have an FHA (HUD) mortgage, I hereby authorize CCCS, a non-profit agency, its employees, agents and volunteers to contact my mortgage company for the purpose of requesting our FHA Case Number.

I hereby authorize CCCS, a non-profit agency, its employees, agents and volunteers:

1. To act for me in a plan to liquidate my financial obligations.
2. To communicate with my creditor(s), asset holder(s) and others for obtaining information about my account(s), including, but not limited to verifying balances, payments, interest rates and late charges.
3. To provide my creditor(s), asset holder(s) and others with such information as is deemed necessary, in the sole discretion of CCCS, for my creditor(s), asset holder(s) and others to implement the plan, and providing my creditor(s) and others with my personal information, including but not limited to, home address(es), telephone number(s), employment information, income, assets and debts.
4. To make necessary arrangements with my creditors and others to aid in the solution of my financial problems.
5. To obtain a credit report from and/or to inform any credit reporting agency of my participation in the repayment plan. A Debt Management Plan may affect my credit report either favorably or unfavorably according to a creditor's policy with respect to a DMP and my payment history prior to and during my participation in a DMP.
6. To contact, cooperate and exchange information with any law enforcement, prosecuting agency or collection agency.

Further, I authorize any collection agency to release and continue to release, any and all information in its files to CCCS until I revoke authorization to the collection agency in writing.

I further agree:

1. To cooperate with present creditor(s) on my/our behalf until a repayment plan can be set up through CCCS and to perform my obligation as agreed upon in such a plan.
2. That CCCS has no responsibility or obligation for any past, present or future credit rating to the client by any of his or her creditors.
3. To hold CCCS, its employees, agents and volunteers harmless from any claim, suit action or demand of my creditor(s), myself or any other person arising out of or connected with said establishment and implementation of such a plan. Nothing herein shall apply to actions or claims under the provisions of the United States Bankruptcy Code, 11 U.S.C. 101 et seq.

Date _____

Counselor: _____

Applicant name: _____ printed

Applicant signature: _____

Co-Applicant name: _____ printed

Co-Applicant signature: _____

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STATEMENT OF COUNSELING SERVICES

Please read the following statements carefully to understand CCCS procedures.
Please initial next to each statement to indicate understanding of that provision.

- ___1. I understand the program will provide confidential, comprehensive personal money management interviews should I choose to pursue a one-on-one financial counseling arrangement. In addition to general financial counseling, CCCS of NE Wisconsin also provides counseling in specific areas such as housing, foreclosure prevention, bankruptcy as well as other services including Debt Management Plans and educational workshops. Clients are not obligated to receive or purchase any other services offered by FISC in order to receive counseling of any type, including but not limited to budget, housing or bankruptcy counseling.
- ___2. I understand that a certified consumer credit counselor or qualified consumer credit counselor will conduct the interview. All action plans not conducted by a certified consumer credit counselor will be reviewed by a certified credit counselor. Our counselors are trained and certified in accordance with the National Foundation for Credit Counseling ("NFCC"). A qualified consumer credit counselor has been trained but has not, as yet passed all of the required tests.
- ___3. I understand if I am dissatisfied, I can utilize the Complaint Resolution Process.
- ___4. I understand that financial counseling is offered without regard to a debtor's ability to pay. Bankruptcy counseling fees will be waived if your income is less than 150 percent of the poverty guidelines updated periodically in the Federal Register by the U.S. Department of Health and Human Services under the authority of 42 U.S.C. 9902(2), as adjusted from time to time, for a household or family of the size involved in the fee determination. I understand that financial support for the agency comes from various funders.
- ___5. I understand that most funding for the DMP program comes from voluntary contributions from creditors who participate in Debt Management Programs (DMP). Since creditors have a financial interest in getting paid, most are willing to make a contribution to help fund the agency. These contributions are usually calculated as a percentage of payments made through the DMP, which can be up to fifteen percent (15%) of each payment received. However, all accounts with creditors will always be credited with one hundred percent (100%) of the amount paid through CCCS. CCCS will work with all creditors regardless of whether they contribute to the agency.
- ___6. I understand that the decisions I make regarding my financial concerns are ultimately the result of my own choices. Therefore, I agree to hold the agency, its employees and volunteers harmless from any claim, suit, action or demand of my creditors, myself or any other person resulting from advice or counseling. Nothing herein shall apply to actions or claims under the provisions of the United States Bankruptcy Code, 11 U.S.C 101 et seq.
- ___7. Should I choose to seek one-on-one counseling, I understand that, in that process, I will be given a written assessment outlining a suggested client action plan which will be based on the following options:
- A) I may choose to handle financial concerns on my own.
 - B) I may choose to enroll in the agency's Debt Management Program (DMP). A DMP serves a dual role of helping me repay my debts and helping creditors to receive the money owed to them.
 - My participation in a debt repayment program may change information which is already on my credit report. If my credit report reflects that I have paid creditors as agreed in the past, a Debt Repayment Plan could have a negative impact on a creditworthiness decision by a potential creditor, landlord, or employer in the future.
 - In addition, creditors may report that I am on a Debt Management Program and am not paying as originally agreed although they have accepted the reduced payment.
 - I understand the agency has no responsibility or obligation for any past, present, or future credit rating I receive.
 - C) I should also be aware that debts to creditors I repay through the plan may be able to be discharged through bankruptcy. Counselors may answer questions about bankruptcy, but cannot provide legal advice.
 - D) I may be referred to other services of the organization or another agency or agencies as appropriate that may be able to assist with particular problems that have been identified.
- ___8. I understand that receipt of financial counseling services does not automatically guarantee participation in the Debt Management Program.
- ___9. I understand that at some time in the future, my information may be used for confidential research and/or a neutral third party may contact me to request an evaluation of the program's services.

Applicant _____

Counselor _____

Co Applicant _____

Date _____



INCOME DISCLOSURE STATEMENT

**Sign
and
Return**

- The income information I have provided is accurate.
- I authorize FISC to verify any of the income information I have provided.
- FISC will share appropriate information with authorized representatives of other agencies.
- This authorization is valid for up to one year from this date. A copy is the same as the original.
- **Using the table for the county you currently reside, circle your income level below or fill in dollar amount under the table, once complete please sign and date.**

NOTE: If your income level is more than the amount listed in the first box, then move to the next box's income level. For example: If you live in Outagamie or Calumet County, are a 1-person household, and make \$18,000 per year, Circle \$29,350.

Calumet or Outagamie County FY2019 HUD Income Limits Summary

FY 2019 Income Limit Category	1 Person Household	2 Person Household	3 Person Household	4 Person Household	5 Person Household	6 Person Household	7 Person Household	8 Person Household
Extremely Low (30%) Income	\$17,650	\$20,150	\$22,650	\$25,750	\$30,170	\$34,590	\$39,010	\$43,430
Very Low (50%)	\$29,350	\$33,550	\$37,750	\$41,900	\$45,300	\$48,650	\$52,000	\$55,350
Low (80%) Income Limits	\$46,950	\$53,650	\$60,350	\$67,050	\$72,450	\$77,800	\$83,150	\$88,550

Winnebago County FY2019 HUD Income Limits Summary

FY 2019 Income Limit Category	1 Person Household	2 Person Household	3 Person Household	4 Person Household	5 Person Household	6 Person Household	7 Person Household	8 Person Household
Extremely Low (30%) Income	\$16,450	\$18,800	\$21,330	\$25,750	\$30,170	\$34,590	\$39,010	\$43,430
Very Low (50%)	\$27,400	\$31,300	\$35,200	\$39,100	\$42,250	\$45,400	\$48,500	\$51,650
Low (80%) Income Limits	\$43,800	\$50,050	\$56,300	\$62,550	\$67,600	\$72,600	\$77,600	\$82,600

Above (Please fill in dollar amount): \$ _____

Applicant name (print): _____ Date: _____

Applicant signature: _____

Co-Applicant name (print): _____ Date: _____

Co-Applicant signature: _____

Form 95 JLM 5/7/19

MENASHA LOCATION

Located on the Goodwill Campus
1800 Appleton Road
PO Box 335
Menasha, WI 54952
(920) 886-1000
(800) 336-8161
receptionist@fisc-cccs.org
Mon. - Thur. 8 a.m. - 5 p.m.
Fri. 8 a.m. - 3 p.m.

GREEN BAY LOCATION

Located in the Goodwill Store
1660 W. Mason St.
Green Bay, WI 54303

(920) 569-1598
(800) 336-8161
receptionist@fisc-cccs.org
Please call for times

OSHKOSH LOCATION

Located in the Goodwill Store
1600 W. 20th St.
Oshkosh, WI 54902

(920) 996-1034
(800) 336-8161
receptionist@fisc-cccs.org
Please call for times