



## Fee Waiver Request Form

Client Name: \_\_\_\_\_ Date of Request: \_\_\_\_\_  
 Client Last 4 Digits of SSN: \_\_\_\_\_ State of Residence: \_\_\_\_\_  
 Client Phone Number: \_\_\_\_\_ Client Alt Phone: \_\_\_\_\_  
 Attorney Name: \_\_\_\_\_ Law Firm or BTX : \_\_\_\_\_  
 Attorney email address \_\_\_\_\_

Chapter 7:  Fee Waiver Form (for **online** Credit Counseling and Debtor Education courses)

Chapter  13: Online Credit Counseling course OR  Online Debtor Education course  
 Chapter 13 Requires a Fee Waiver Form be submitted for each course

**To qualify for a Fee Waiver, the household income must be less than the numbers listed in the chart below. Fee Waiver Requests must be submitted and approved before courses are taken.**

How many persons are in your family or household? (Circle your selection)	48 Contiguous States and DC, PR, VI, Guam	Alaska	Hawaii
1	\$ 18,735	\$ 23,400	\$ 21,570
2	\$ 25,365	\$ 31,695	\$ 29,190
3	\$ 31,995	\$ 39,990	\$ 36,810
4	\$ 38,625	\$ 48,285	\$ 44,430
5	\$ 45,255	\$ 56,580	\$ 52,050
6	\$ 51,885	\$ 64,875	\$ 59,670
7	\$ 58,515	\$ 73,170	\$ 67,290
8	\$ 65,145	\$ 81,465	\$ 74,910
For each additional Person, add	\$ 4,320	\$ 5,530	\$ 5,080

**Please submit the following documents:**

- This “Fee Waiver request Form”
- Last year’s tax return
- Most recent 1 month of paystubs

**Return the required documents by one of the following methods and you will be contacted within 1-2 business days and given the results of your request:**

- EMAIL: [feewaiver@debt-foundation.org](mailto:feewaiver@debt-foundation.org) (include the subject “Fee Waiver Request” on your email)
- FAX: 1.866.725.9008 (subject “Fee Waiver Request”) or MAIL: DECAF, 112 Goliad Street, Benbrook, TX 76126