

**Checklist for Litigation Necessary:**

- ✓ **Statement of Account If Available**
- ✓ Invoices
- ✓ Personal Guaranty
- ✓ Contract/Agreement which provides for rate of interest and/or attorney's fees Copies of checks; particularly NSF
- ✓ Banking Information
- ✓ UCC Filings
- ✓ Security Agreements
- ✓ Leases **If Claim Disputed**
- ✓ Proof of Delivery (**if delivery is disputed**)
- ✓ Documentation/Correspondence; service reports relating to dispute
- ✓ Witness to testify \* required in some jurisdictions

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