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Credit Counseling Instructions

Step 1: Visit <https://butterflyfe.com/counseling>

Step 2: Click “Start Your Counseling” on the icon seen below.



Step 3: Read and agree to the “Disclaimer.”

Step 4: Register for the course.

- Provide your name, date of birth, last four digits of Social Security number, and gender.
- If you are filing a joint petition with your spouse, you must also provide the information for your spouse.
- Provide your telephone number, email address, state, and county.
- Under “Miscellaneous,” provide the requested information. For attorney email address, you may enter office@sosnalaw.com.

Step 5: After you register for the course, you will be assigned a Counseling ID Number. Write down this number. You will need it if you leave the course and return to complete it later.

Step 6: You will now be directed to the payment screen. **YOU DO NOT NEED TO PAY BUTTERFLY DIRECTLY.** Your credit counseling fee is included in the fee you paid our office. Enter the following code in the box labeled “Attorney Code”: **GF-14665**.

Have questions? Call toll-free 1-844-289-2701
Customer Service available Monday through Friday 9am – 6pm EST

Step 7: You will now be prompted to answer various questions relating to your financial situation. Answer the questions as best you can and click “Submit.”

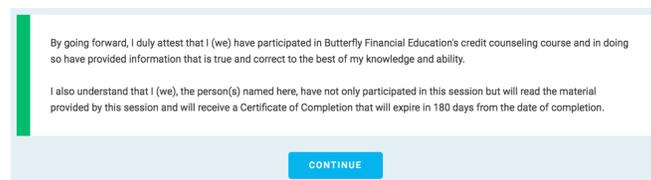
Step 8: You will now be prompted to enter in your income information. After you have entered in your income information, click “Submit.”

Step 9: You will now be prompted to enter information about loans you have, such as mortgages, student loans, and vehicle loans. Enter in the requested information about each type of loan and click “Submit” to advance.

Step 10: Now, you will be prompted to provide information about the type of debts you have. List the amounts owed for each type of debt: personal loans, medical bills, credit cards, taxes, and judgments. Click “Submit” to advance.

Step 11: The next step is to enter in your expenses. List how much you spend on each category, including clothing, entertainment, food, housing, medical, etc. Click “Submit” to advance.

Step 12: Review your information and agree to the statement seen below:

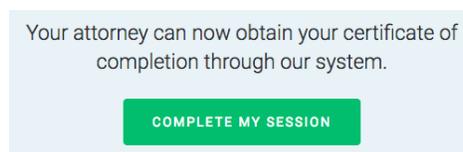


By going forward, I duly attest that I (we) have participated in Butterfly Financial Education's credit counseling course and in doing so have provided information that is true and correct to the best of my knowledge and ability.

I also understand that I (we), the person(s) named here, have not only participated in this session but will read the material provided by this session and will receive a Certificate of Completion that will expire in 180 days from the date of completion.

[CONTINUE](#)

Step 13: Review your results. After reviewing each result page, click “Continue” until you reach the end. Finally, click “Complete My Session” (as seen below) to exit the course.



Your attorney can now obtain your certificate of completion through our system.

[COMPLETE MY SESSION](#)

Congratulations! You have now completed the mandatory credit counseling course.

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