

REQUIRED LISTS, SCHEDULES, STATEMENTS, AND FEES

Chapter 13 Case

Forms required by 11 U.S.C. §521(a)(1). These forms must be filed within 14 days of filing of the Petition.

- Filing fee of \$313.00 (\$235.00 Filing Fee and \$75.00 Administrative Fee).** If the fee is to be paid in installments, the debtor must file a signed application for court approval. (Official Form B103A Application for Individuals to Pay the Filing Fee in Installments). Fed.R.Bankr.P. 1006(b). [This must be paid before case can be confirmed - §1325(a)(2)]
- Voluntary Petition** (Official Form B101-Voluntary Petition for Individuals Filing for Bankruptcy). Names and addresses of all creditors of the debtor. This must be filed WITH the Petition and with the Matrix and Verification of Creditor Matrix. (Matrix and Verification must be filed within 7 days if not filed with the Petition) Fed.R.Bankr.P. 1007(a)(1).
- Notice to debtor by “bankruptcy petition preparer,”** (Official Form B119 Bankruptcy Petition Preparer’s Notice, Declaration and Signature). Required if a “bankruptcy petition preparer” prepares the petition. Must be submitted WITH the petition. 11 U.S.C. §110(b)(2).
- Attorney’s Certification** regarding notice to Debtor required by 11 U.S.C. §342(b) (Official Form 101, Part 7)
- Signature of Debtor(s) and Certification** regarding notice to Debtor required by 11 U.S.C. §342(b) (Official Form 101, Part 7)
- Statement of Social Security Number** (Official Form B121 Your Statement About Your Social Security Numbers). Must be submitted WITH the petition. Fed.R.Bankr.P. 1007(f).
- Individual Debtor’s Certificate of Compliance with Credit Counseling Requirement** (Certificate of Counseling), if applicable; **Section 109(h)(3) certification or §109(h)(4) request;** if applicable. Certificate must be filed WITH the petition. Fed.R.Bankr.P. 1007(b)(3),(c).
- Chapter 13 Statement of Your Current Monthly Income and Calculation of Commitment Period** (Official Form B122C-1). Must be filed with the petition or within 14 days. Fed.R.Bankr.P. 1007.
- Statement of Related Cases** (LBR Form 1015-2)
- Declaration About an Individual Debtor’s schedules** (Official Form B106 Declaration)

- A Summary of Your Assets and Liabilities and Certain Statistical Information (individuals)** (28 U.S.C. §159) (Official Form B106 Summary)
- Schedule A/B: Property (individuals)** (Official Form B106A/B)
- Schedule C: The Property You Claim as Exempt (individuals)** (Official Form B106C)
- Schedule D: Creditors Who Hold Claims Secured by Property (individuals)** (Official Form B106D)
- Schedule E/F: Creditors Who Have Unsecured Claims (individuals)** (Official Form B106E/F)
- Schedule G: Executory Contracts and Unexpired Leases (individuals)** (Official Form B106G)
- Schedule H: Your Co-debtors (individuals)** (Official Form B106H)
- Schedule I: Your Income (individuals)** (Official Form B106I)
- Schedule J: Your Expenses (individuals)** (Official Form B106J)
- Schedule J-2: Expenses for Separate Household of Debtor 2 (individuals)** (Official Form B106J-2)
- Statement of Financial Affairs for Individuals Filing for Bankruptcy** (Official Form B107)
- Disclosure of Compensation of Attorney for Debtor and Application for Allowance of Fees in Chapter 13 Case** (LBR 2016-1(b))
- Verification of List of Creditors** (LBR 10078-2)

The Court MAY dismiss Debtor's case without further notice if the Debtor(s) fails to comply with filing of these required documents.