

NEW PETITION WORK LIST
(IN THE FOLLOWING ORDER)

INDIVIDUALS

- () 101 - Voluntary Petition for Individuals Filing for Bankruptcy (all chapters)
- () 101A - Initial Statement about an Eviction Judgment
- () 101B - Statement about Payment of an Eviction Judgment
- () Filing Fee Paid In Full or
 - 103A - Application to Pay Filing Fee in Installments (**all chapters - individuals only**) or
 - 103B - Application for Waiver of the Chapter 7 Filing Fee for Individuals Who Cannot Pay the Filing Fee in Full or in Installments (**Chapter 7 debtors, individuals only**)
- () 104 - For Individuals Chapter 11 Cases: The List of Creditors Who Have the 20 Largest Unsecured Claims Who Are Not Insiders (Individuals)
- () 106 - - Summary - A Summary of Assets and Liabilities and Certain Statistical Information (Individuals)
- () 106A/B - Schedule A/B: Property (Combines real and personal property) - (Individuals)
- () 106C - Schedule C: The Property Claim as Exempt (Individuals)
- () 106D - Schedule D: Creditors Who Hold Claims Secured By Property (Against Individuals)
- () 106E/F - Schedule E/F: Creditors Who Have Unsecured Claims (Against Individuals, combines priority and non-priority)
- () 106G - Schedule G: Executory Contracts and Unexpired Leases (Individuals)
- () 106H - Schedule H: Codebtors (Individuals)
- () 106I - Schedule I: Current Income (individuals)
- () 106J - Schedule J: Expenses (individuals)
- () 106J - Schedule J-2: Expenses for Separate Household of Debtor 2
- () 106--Declaration - Declaration About an Individual Debtor's Schedules
- () 107 - Statement of Financial Affairs (Individuals)
- () 108 - Statement of Intention for (Chapter 7 - Individuals only)
- () 119 - Bankruptcy Petition Preparer's Notice, Declaration and Signature (as applicable)
- () 2030 - Attorney's Disclosure of Compensation (all chapters)
- () 2800 - Disclosure of Compensation of Bankruptcy Petition Preparer (as applicable)
- () 121 - Your Statement About Social Security Number (All chapters, individuals only)
- () 122A-1 - Chapter 7 Statement of Current Monthly Income and Means-Test Calculation
- () 122A-1Supp - Chapter 7 Means Test Exemption Attachment
- () 122A-2 - Chapter 7 Means Test Calculation
- () 122B - Chapter 11 Statement of Current Income
- () 122C-1 - Chapter 13 Statement of Current Monthly Income and Calculation of Commitment Period
- () 122C-2 - Chapter 13 Calculation of Disposable Income
- () Chapter 13 Plan
- () Verification of Credit Counseling
- () **Matrix (For all chapters except Chapter 9 or Chapter 15, a list of the names and addresses [including Zip Codes] of all creditors and interested parties [excluding the debtor(s), debtor's counsel and any account number information] arranged in the matrix format as specified in Local Bankruptcy Rule 1007(a)-1. A debtor in a Chapter 9 case shall file a Matrix within such time as the court shall fix. In a Chapter 15 case a foreign representative shall file a list containing the name and address of all administrators in foreign proceedings of the debtor, all parties to any litigation in which the debtor is a party and that is pending in the United States at the time of filing of the petition, and all entities against whom provisional relief is being sought under §1519 of the Code.)**

NON INDIVIDUALS

- () Filing Fee Must Be Paid In Full
- () 201 - Voluntary Petition for Non-Individuals Filing for Bankruptcy (all chapters)
- () 201A (Attachment to Voluntary Petition for Non-Individuals Filing for Bankruptcy Under Chapter 11)
- () 202 - Declaration Under Penalty of Perjury On Behalf of a Corporation or Partnership (This form acts as declaration for

- petition, schedules, SOFA, etc.)
- () 204 - For Chapter 11 Cases: The List of Creditors Who Have the 20 Largest Unsecured Claims Who are Not Insiders (Non-Individuals)
 - () Chapter 11 List of Equity Security Holders of each Class - Must be filed with the Ch. 11 petition, or within 14 days after entry of the order for relief, unless the court orders otherwise. (FED. R. BANKR. PROC. 1007(a)(3)) (Chapter 11 only)
Note: 11 U.S.C. §§ 101 (17) and (16) define the terms “equity security holder” and “equity security” respectively. It may include a share, stock, or similar security in a corporation or an interest of a limited partner in a limited partnership.
 - () 206 - - Summary - A Summary of Assets and Liabilities - (Non- Individuals)
 - () 206A/B - Schedule A/B: Property (Combines real and personal property) - (Non-Individuals)
 - () 206D - Schedule D: Creditors Who Hold claims Secured By Property (Against Non-Individuals)
 - () 206E/F - Schedule E/F: Creditors Who Have Unsecured Claims (Against Non-individuals, combines priority and non-priority)
 - () 206G - Schedule G: Executory Contracts and Unexpired Leases (Non-Individuals)
 - () 206H - Schedule H: Codebtors (Non-Individuals)
 - () 207 - Statement of Your Financial Affairs (Non-Individuals)
 - () A record of any interest that the debtor has in an account or program (education IRA account) as specified in § 521© of the Code (all chapters, individuals only, if applicable)
 - () 2030 - Attorney’s Disclosure of Compensation (all chapters)
 - () Chapter 11 Small Business Financial Records - Within 7 days of the petition, a small business debtor must file its most recent balance sheet, statement of operations, cash-flow statement and Federal income tax return or the debtor must file a statement under penalty of perjury that such documents have not been prepared.
 - () **Matrix (For all chapters except Chapter 9 or Chapter 15, a list of the names and addresses [including Zip Codes] of all creditors and interested parties [excluding the debtor(s), debtor’s counsel and any account number information] arranged in the matrix format as specified in Local Bankruptcy Rule 1007(a)-1. A debtor in a Chapter 9 case shall file a Matrix within such time as the court shall fix. In a Chapter 15 case a foreign representative shall file a list containing the name and address of all administrators in foreign proceedings of the debtor, all parties to any litigation in which the debtor is a party and that is pending in the United States at the time of filing of the petition, and all entities against whom provisional relief is being sought under §1519 of the Code.)**

EMERGENCY FILING REQUIREMENTS:

- 1) **101** (Individuals) or **201** (Non-Individuals) Voluntary Petition with all required signatures
- 2) **Matrix** (See instructions above.)
- 3) **Full Filing Fee, OR**
Local form AOB103A Application to Pay Filing Fee in Installments (**Individuals Only**), **OR**
Local form AOB 103B Application for Waiver of the Chapter 7 Filing Fee for Individuals Who Cannot Pay the Filing Fee in Full or in Installments (**Chapter 7 Individuals Only**)
- 4) **104** (Individuals) or **204** (Non Individuals) List of Creditors with the 20 Largest Unsecured Claims (**Chapters 9 and 11 only**)