

LOCAL RULE 5005-3
Documents Required to be Filed with Petition or Adversary Complaint

Petitions to commence a bankruptcy case or complaints to commence an adversary proceeding must be accompanied by the following documents:

(a) *Voluntary case* -

- (1) Petition;
- (2) Filing fee (or an application and proposed order to allow the fee to be paid in installments);
- (3) Matrix listing the names and addresses of all creditors (plus one copy in chapter 13 cases);
- (4) List of the 20 largest unsecured creditors (chapter 11 cases only);
- (5) Asset Protection Report (chapter 7 only); and
- (6) Pre-filing notice (individual consumer cases only).

(b) *Involuntary cases* -

- (1) Petition; and
- (2) Filing fee.

(c) *Adversary Proceeding* -

- (1) Cover sheet;
- (2) Complaint;
- (3) Summons; and
- (4) Filing fee if required by 28 U.S.C § 1930(a).

If pleadings or papers listed above are not filed simultaneously as required by this Rule, the Clerk will notify the filing attorney (or debtor if *pro se*) of the defect. If the defect is not corrected by the filing of the missing papers within 20 days of service of such notice, the case may be dismissed by the Court without further notice to the debtor or any interested parties.