

**UNITED STATES BANKRUPTCY COURT  
WESTERN DISTRICT OF MICHIGAN  
One Division Avenue North, Room 200  
Grand Rapids, MI 49503**

**PRO-SE CHECKLISTS**



**Bankruptcy has long-term financial and legal consequences – hiring a competent attorney is strongly recommended. Should you choose to proceed without an attorney, it is recommended that you visit our website, <http://www.miwb.uscourts.gov/> and review our information for Debtors.**

***NOTE: Please use the New Bankruptcy Forms effective December 1, 2015.***

**UNITED STATES BANKRUPTCY COURT  
WESTERN DISTRICT OF MICHIGAN  
One Division Ave. North, Room 200, Grand Rapids, MI 49503**

**CHAPTER 7 PRO-SE CHECKLIST (FOR INDIVIDUALS)**

**BEFORE YOU FILE:**

**Certificate of Credit Counseling**

Must be completed within 180 days BEFORE the filing of your Bankruptcy case.

For a list of approved agencies: <http://www.usdoj.gov/ust/eo/bapcpa/ccde/index.htm>

**WHEN YOU FILE:**

**OFFICIAL FORMS: (Be sure to use forms for INDIVIDUALS ONLY)**

<http://www.uscourts.gov/Forms/Bankruptcy-Forms>

**Form Number**

- |  |             |
|--|-------------|
| <input type="checkbox"/> Voluntary Petition <b>for Individuals</b> Filing for Bankruptcy       | B101        |
| <input type="checkbox"/> Summary of Your Assets & Liabilities & Certain Statistical Info       | B106Sum     |
| <input type="checkbox"/> Schedules (for Individuals):  |             |
| Schedule A/B   | B106A/B     |
| Schedule C   | B106C       |
| Schedule D   | B106D       |
| Schedule E/F   | B106E/F     |
| Schedule G   | B106G       |
| Schedule H   | B106H       |
| Schedule I   | B106I       |
| Schedule J   | B106J       |
| <input type="checkbox"/> Declaration About an Individual Debtor's Schedules                    | B106Dec     |
| <input type="checkbox"/> Statement of Financial Affairs for Individuals Filing for Bankruptcy  | B107        |
| <input type="checkbox"/> Statement of Intention for Individuals Filing Under Chapter 7         | B108        |
| <input type="checkbox"/> Statement about Your Social Security Numbers                          | B121        |
| <input type="checkbox"/> Chapter 7 Statement of Your Current Monthly Income                    | B122A-1     |
| <input type="checkbox"/> Chapter 7 Means Test Exemption, <i>if applicable</i>                  | B122A-1Supp |
| <input type="checkbox"/> Chapter 7 Means Test Calculation, <i>if applicable</i>                | B122A-2     |
| <input type="checkbox"/> Disclosure of Compensation of Petition Preparer, <i>if applicable</i> | B2800       |

**LOCAL FORMS:** <http://www.miwb.uscourts.gov/forms/all-forms>

- Asset Protection Report
- Verification of Mailing Matrix
- Creditor Mailing Matrix - refer to our Matrix Maker at:

<http://www.miwb.uscourts.gov/creating-creditor-mailing-matrix>

**PAYMENT** (Current Fee Schedule can be found at: <http://www.miwb.uscourts.gov/fee-schedule>)

- Filing Fee *or*  
Application for Individuals to Pay the Filing Fee in Installments (Official Form B103A) *or*  
Application to Have the Chapter 7 Filing Fee Waived (Official Form B103B)

**UNITED STATES BANKRUPTCY COURT  
WESTERN DISTRICT OF MICHIGAN  
One Division Ave. North, Room 200, Grand Rapids, MI 49503**

**CHAPTER 11 PRO-SE CHECKLIST (FOR INDIVIDUALS)**

**BEFORE YOU FILE:**

**Certificate of Credit Counseling**

Must be completed within 180 days BEFORE the filing of your Bankruptcy case.

For a list of approved agencies: <http://www.usdoj.gov/ust/eo/bapcpa/ccde/index.htm>

**WHEN YOU FILE:**

**OFFICIAL FORMS (Be sure to use forms for INDIVIDUALS ONLY)**

<http://www.uscourts.gov/Forms/Bankruptcy-Forms>

**Form Number**

- |  |         |
|--|---------|
| <input type="checkbox"/> Voluntary Petition <b>for Individuals</b> Filing for Bankruptcy       | B101    |
| <input type="checkbox"/> List of Creditors Who Have the 20 Largest Unsecured Claims            | B104    |
| <input type="checkbox"/> Summary of Your Assets & Liabilities & Certain Statistical Info       | B106Sum |
| <input type="checkbox"/> Schedules (for Individuals):  |         |
| Schedule A/B   | B106A/B |
| Schedule D   | B106D   |
| Schedule E/F   | B106E/F |
| Schedule G   | B106G   |
| Schedule H   | B106H   |
| <input type="checkbox"/> Declaration About an Individual Debtor's Schedules                    | B106Dec |
| <input type="checkbox"/> Statement of Financial Affairs for Individuals Filing for Bankruptcy  | B107    |
| <input type="checkbox"/> Statement about Your Social Security Numbers                          | B121    |
| <input type="checkbox"/> Chapter 11 Statement of Your Current Monthly Income                   | B122    |
| <input type="checkbox"/> Disclosure of Compensation of Petition Preparer, <i>if applicable</i> | B2800   |

**LOCAL FORMS:** <http://www.miwb.uscourts.gov/forms/all-forms>

- Verification of Mailing Matrix
- Creditor Mailing Matrix - refer to our Matrix Maker at:  
<http://www.miwb.uscourts.gov/creating-creditor-mailing-matrix>

**OTHER FORMS**

- Chapter 11 Plan of Reorganization

**PAYMENT** (Current Fee Schedule can be found at: <http://www.miwb.uscourts.gov/fee-schedule>)

- Filing Fee *or*  
Application for Individuals to Pay the Filing Fee in Installments (Official Form B103A)

**UNITED STATES BANKRUPTCY COURT  
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**CHAPTER 12 PRO-SE CHECKLIST (FOR INDIVIDUALS)**

**BEFORE YOU FILE:**

**Certificate of Credit Counseling**

Must be completed within 180 days BEFORE the filing of your Bankruptcy case.

For a list of approved agencies: <http://www.usdoj.gov/ust/eo/bapcpa/ccde/index.htm>

**WHEN YOU FILE:**

**OFFICIAL FORMS (Be sure to use forms for INDIVIDUALS ONLY)**

<http://www.uscourts.gov/Forms/Bankruptcy-Forms>

	<b><u>Form Number</u></b>
<input type="checkbox"/> Voluntary Petition <b>for Individuals</b> Filing for Bankruptcy	B101
<input type="checkbox"/> Summary of Your Assets & Liabilities & Certain Statistical Info	B106Sum
<input type="checkbox"/> Schedules (for Individuals):	
Schedule A/B	B106A/B
Schedule C	B106C
Schedule D	B106D
Schedule E/F	B106E/F
Schedule G	B106G
Schedule H	B106H
Schedule I	B106I
Schedule J	B106J
<input type="checkbox"/> Declaration About an Individual Debtor's Schedules	B106Dec
<input type="checkbox"/> Statement of Financial Affairs for Individuals Filing for Bankruptcy	B107
<input type="checkbox"/> Statement about Your Social Security Numbers	B121
<input type="checkbox"/> Disclosure of Compensation of Petition Preparer, <i>if applicable</i>	B2800

**LOCAL FORMS:** <http://www.miwb.uscourts.gov/forms/all-forms>

Verification of Mailing Matrix

Creditor Mailing Matrix - refer to our Matrix Maker at:

<http://www.miwb.uscourts.gov/creating-creditor-mailing-matrix>

**OTHER FORMS**

Chapter 12 Plan

**PAYMENT** (Current Fee Schedule can be found at: <http://www.miwb.uscourts.gov/fee-schedule>)

Filing Fee *or*

Application for Individuals to Pay the Filing Fee in Installments (Official Form B103A)

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**CHAPTER 13 PRO-SE CHECKLIST (FOR INDIVIDUALS)**

**BEFORE YOU FILE:**

**Certificate of Credit Counseling**

Must be completed within 180 days BEFORE the filing of your Bankruptcy case.

For a list of approved agencies: <http://www.usdoj.gov/ust/eo/bapcpa/ccde/index.htm>

**WHEN YOU FILE:**

**OFFICIAL FORMS (Be sure to use forms for INDIVIDUALS ONLY)**

<http://www.uscourts.gov/Forms/Bankruptcy-Forms>

**Form Number**

- |  |         |
|--|---------|
| <input type="checkbox"/> Voluntary Petition <b>for Individuals</b> Filing for Bankruptcy       | B101    |
| <input type="checkbox"/> Summary of Your Assets & Liabilities & Certain Statistical Info       | B106Sum |
| <input type="checkbox"/> Schedules (for Individuals):  |         |
| Schedule A/B   | B106A/B |
| Schedule C   | B106C   |
| Schedule D   | B106D   |
| Schedule E/F   | B106E/F |
| Schedule G   | B106G   |
| Schedule H   | B106H   |
| Schedule I   | B106I   |
| Schedule J   | B106J   |
| <input type="checkbox"/> Declaration About an Individual Debtor's Schedules                    | B106Dec |
| <input type="checkbox"/> Statement of Financial Affairs for Individuals Filing for Bankruptcy  | B107    |
| <input type="checkbox"/> Statement about Your Social Security Numbers                          | B121    |
| <input type="checkbox"/> Chapter 13 Statement of Your Current Monthly Income                   | B122C-1 |
| <input type="checkbox"/> Chapter 13 Calculation of Your Disposable Income                      | B122C-2 |
| <input type="checkbox"/> Disclosure of Compensation of Petition Preparer, <i>if applicable</i> | B2800   |

**LOCAL FORMS:** <http://www.miwb.uscourts.gov/forms/all-forms>

- Verification of Mailing Matrix
- Creditor Mailing Matrix - refer to our Matrix Maker at:  
<http://www.miwb.uscourts.gov/creating-creditor-mailing-matrix>

**OTHER FORMS:**

- Chapter 13 Plan - a model plan can be found on the Chapter 13 Trustee's websites:  
<http://www.13network.com/trustees/kal/kalhome.asp>  
[http://www.rodgersch13.com/index.php?option=com\\_content&view=article&id=5&Itemid=5](http://www.rodgersch13.com/index.php?option=com_content&view=article&id=5&Itemid=5)

**PAYMENT** (Current Fee Schedule can be found at: <http://www.miwb.uscourts.gov/fee-schedule>)

- Filing Fee *or*  
Application for Individuals to Pay the Filing Fee in Installments (Official Form B103A)