

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

CHAPTER 13 FILING 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 for Individuals 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"/> Bankruptcy Petition Preparer's Notice, <i>if applicable</i> | B119 |
| <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

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)

OPTIONAL FORM: <https://www.miwb.uscourts.gov/news/debtor-electronic-bankruptcy-noticing-debn>

- Debtor Electronic Bankruptcy Noticing Request (DeBN)