

United States Bankruptcy Court
Northern District of Iowa
Voluntary Chapter 11 Case

Required Lists, Schedules, Statements and Fees¹

Most forms referenced in this list can be found on www.uscourts.gov/forms/bankruptcy-forms

☐ **Filing fee of \$1,738.00.**

If the fee is to be paid in installments (**Form B103A Application for Individuals to Pay the Filing Fee in Installments**), the debtor must be an individual and must file a signed application for court approval.

☐ **Voluntary Petition (Forms B101, B101A, B101B, B201).**

Names and addresses of all creditors of the debtor must be filed WITH the petition (see matrix requirements).

☐ **Certificate of Credit Counseling and Debt Repayment Plan. (Or certification pursuant to 11 USC § 109(h)(3) or a request pursuant to 11 USC § 109(h)(4) - Individual Debtor's Statement of Compliance with Credit Counseling Requirement).**

Required if the debtor is an individual. The Certificate of Credit Counseling and Debt Repayment Plan, if applicable, must be filed as indicated on the Voluntary Petition (B101).

☐ **For Individual Chapter 11 Cases: The List of 20 largest Unsecured Claims Against You Who are Not Insiders (Form B104).**

Must be submitted **WITH** the petition.

☐ **Schedules.**

All schedules must be filed whether they pertain to your case or not. Must be filed with the petition or within 14 days.

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| <input type="checkbox"/> A Summary of Your Assets and Liabilities and Certain Statistical Information | (Form B106 Summary <i>individuals</i>) |
| <input type="checkbox"/> A Summary of Your Assets and Liabilities) | (Form B206 Summary <i>non-individuals</i>) |
| <input type="checkbox"/> Schedule A/B - Property | (Form B106A/B <i>individuals</i> ; B201A/B <i>non-individuals</i>) |
| <input type="checkbox"/> Schedule C - The Property You Claim as Exempt | (Form B106C <i>individuals</i>) |
| <input type="checkbox"/> Schedule D - Creditors Who Hold Claims Secured By Property | (Form B106D <i>against individuals</i> ; B206D <i>against non-individuals</i>) |
| <input type="checkbox"/> Schedule E/F - Creditors Who Have Unsecured Claims | (Form B106E/F <i>against individuals, combines priority and non-priority</i>) |
| <input type="checkbox"/> Schedule E/F - Creditors Who Have Unsecured Claims | (Form B206E/F <i>again non-individuals, combines priority and non-priority</i>) |
| <input type="checkbox"/> Schedule G - Executory Contracts and Unexpired Leases | (Form B106G <i>individuals</i> ; B206G <i>non-individuals</i>) |
| <input type="checkbox"/> Schedule H - Your CoDebtors | (Form B106H <i>individuals</i> ; B206H <i>non-individuals</i>) |
| <input type="checkbox"/> Schedule I - Your Income | (Form B106I <i>individuals</i>) |
| <input type="checkbox"/> Schedule J - Your Expenses | (Form B106J) |
| <input type="checkbox"/> Schedule J-2 - Expenses for Separate Household of Debtor 2 | (Form B106J-2) |

☐ **A Summary of Your Assets and Liabilities and Certain Statistical Information (individuals) (Form B106) -OR- Declaration Under Penalty of Perjury for Non-Individual Debtors (Form B202)**

Must be filed with the petition or within 14 days.

☐ **Your Statement of Financial Affairs for Individuals Filing For Bankruptcy (Form B107)**

Must be filed with the petition or within 14 days.

☐ **Chapter 11 Statement of Your Current Monthly Income, etc. (Form B122B)**

Required if the debtor is an individual. Must be filed with the petition or within 14 days.

☐ **Schedules of Current Income and Expenditures.**

A Statement disclosing any reasonably anticipated increases in income or expenditures for twelve (12) months following the filing of the petition. A statement may be sufficient or this requirement may be satisfied by completion of both Question 13 on Schedule I and Question 24 on Schedule J (if none, so indicate in the statement or on Schedules I and J.)

☐ **Copies of all payment advices, pay stubs or other evidence of payment received by the debtor from any employer within 60 days before the filing of the petition.**

Required if the debtor is an individual and employed within 60 days of the filing of the petition. Must be filed with the petition or within 14 days.

☐ **Certification About Financial Management Course Completion.**

Required if the debtor is an individual. Must be filed no later than the last payment made by the debtor as required by the plan or the filing of a motion for entry of a discharge under § 1328(b) of the Code.

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¹ This document is intended to assist with some of the initial case filing requirements. This list may not be exhaustive and should not be considered as a replacement for the requirements of the Bankruptcy Code and Federal Rules of Bankruptcy Procedure.