

**AMENDMENT COVER SHEET**

DEBTOR(S) LAST NAME \_\_\_\_\_

CASE NUMBER \_\_\_\_\_ CHAPTER \_\_\_\_\_

ATTORNEY FOR DEBTOR \_\_\_\_\_ PHONE \_\_\_\_\_

See **Local Rule of Bankruptcy Procedure 1009-1: Amendments to Petition, Lists, Schedules and Statements** for additional information and noticing requirements.

**PLEASE CHECK WHAT IS BEING AMENDED**

**\*ONLY ONE \$32 FEE IS REQUIRED IF AN AMENDMENT CONTAINS MORE THAN ONE CHANGE TO THE SCHEDULES AND LIST OF CREDITORS. SUBMIT ORIGINAL ONLY – NO COPIES REQUIRED**

1.  **PETITION** - Change a debtor(s) name requires Ex Parte Motion & Order (No fee required)

2. **MAILING MATRIX (LIST OF CREDITORS):**

**Adding, Deleting Creditors (Requires \$32 Fee)**

**Changing the address of a creditor or an attorney for a creditor listed on the schedules or to adding the name and address of an attorney for a listed creditor. (No fee required)**

**When submitting an amended matrix, send matrix with ONLY the amended creditors.** ECF filers are required to upload additional creditors into ECF by selecting Bankruptcy, Creditor Maintenance.

3. **SCHEDULES:** A declaration is required with **all** amended schedules. Form 106Dec-Declaration About an Individual Debtor's Schedules (individuals) or Form 202-Declaration Under Penalty of Perjury for Non-Individual Debtors (businesses)

**D, E/F (Requires \$32 fee) - A fee is charged to add creditors, delete creditors, change the amount of a debt, or change the classification of a debt.**

**A/B, C, G, H, I, J, J-2 (No fee required)**

4. **AMENDING AMOUNTS/TOTALS OF SCHEDULES:**

**D, E/F (Requires \$32 fee)**

**A/B, C, G, H, I, J, J-2 (No fee required)**

5.  **STATEMENT OF FINANCIAL AFFAIRS (No fee required)**