

AMENDMENT COVER SHEET

DEBTOR LAST NAME _____

CASE NUMBER _____ CHAPTER _____

ATTORNEY FOR DEBTOR _____ PHONE _____

PLEASE CHECK WHAT IS BEING AMENDED

PLEASE INDICATE WHICH SCHEDULE IS BEING AMENDED - *ONLY ONE \$30 FEE REQUIRED IF AMENDMENT CONTAINS MORE THAN ONE CHANGE TO THE SCHEDULES AND LIST OF CREDITORS. SUBMIT ORIGINAL ONLY – NO COPIES REQUIRED

1. PETITION: Change debtor(s) name requires Motion and Ex Parte Order (No fee required)

2. MATRIX: Adding, Deleting Creditors (Requires \$30 Fee)

No fee is required when the nature of the amendment is to change the address of a creditor or an attorney for a creditor listed on the schedules or to add the name and address of an attorney for a listed creditor.

When submitting an amended Matrix, send Matrix with **ONLY the amended creditors.**

ECF filers are required to upload additional creditors into ECF. To do so, login to ECF, select the Bankruptcy menu, then click on the Creditor Maintenance hyperlink.

3. SCHEDULES:

D, E, F (Requires \$30 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, (No fee required)

4. AMENDING AMOUNTS/TOTALS OF SCHEDULES:

D, E, F (Requires \$30 fee)

A, B, C, G, H, I, J, (No fee required)

5. STATEMENT OF FINANCIAL AFFAIRS (No fee required)

It is the responsibility of the debtor to notify additional creditors by sending a section 341 meeting of creditors notice and/or Discharge Order to the individuals or companies added to the schedules/matrix. A certificate of mailing in regard to this notification filed with the Clerk's office is appropriate. If the case presently is closed a Motion To Reopen, Notice of Hearing, Proposed Order and Proof of Service, a filing fee, and the amendment fee must accompany the amendment.

Signature of Debtor