

Amending Petition, Schedules, Means Test or Plan

Last updated: May 31, 2024

[Local Rules of Bankruptcy Procedure 1009-1\(c\)\(2\)](#)

[Federal Rules of Bankruptcy Procedure 1009\(a\)](#)

[Federal Rules of Bankruptcy Procedure 9037](#)

[Local Rules of Bankruptcy Procedure 3015-1](#)

Events: Bankruptcy>Other>Amendment
Bankruptcy>Other>Amending Schedules D,E/F (fee)
Bankruptcy>Other>Schedules
Bankruptcy>Other>Chapter 7 Statement of Your Current Monthly Income [B122A-1](#)
Bankruptcy>Other>Chapter 13 Statement of Your Current Monthly Income and Calculation of Commitment Period [B122C-1](#)
Bankruptcy>Other>Chapter 13 Calculation of Disposable Income [B122C-2](#)
Bankruptcy>Other>Chapter 11 Statement of Current Monthly Income [B122B](#)
Bankruptcy Events>Plan>Amended Plan (before confirmation) all chapters
Bankruptcy Events>Plan>Modified Plan (after confirmation) all chapters

Case Name and Number Verification. The debtor's name and the case number shall appear on the first page of any amended petition, or amended or supplemental schedule, statement, or list. Any amendment or supplement shall be verified in the same manner as required for the original document.

Amendment of Petition to Change a Debtor's Name. The name of an original debtor, as stated in the case caption, may be amended by ex parte motion.

Amending Schedules, Means Test or Plan

Schedules. When amending schedules, log into ECF and not your bankruptcy preparation software.

- If schedules *other than* D, E/ F are filed, when docketing at final text box include the name of the amended schedules and add 'Amended'.
- **Reminder:** Docket a pdf of the new creditors, in the mailing matrix format, **AND** upload only new creditors.txt file or enter individually, if applicable.

Notice of Amendments

- 1) If amended schedules D, E /F and/or the mailing list of creditors are filed after the 341 meeting notice has been mailed, but before the meeting occurs, the debtor shall serve on any creditors added by the amendment a notice of the amendment, together with a copy of the 341 meeting notice [LBR 1009-1\(c\)\(2\)](#).
- 2) If any new entities are added by an amendment to the petition, mailing list, schedules or statements, those entities are entitled to notice of the amendment. Proof of such notice must be filed with the court [Fed.R. Bankr. P. 1009\(a\)](#).
- 3) When providing notice of an amendment that adds a creditor to the schedules, the debtor shall include the full social security number or taxpayer identification number in the notice sent to that creditor. 11 U.S.C. § 342(c)(1).
NOTE: Documents with the debtor's full social security number should not be filed with the court. [Fed. R. Bankr. P. 9037](#).
- 4) Note that creditors cannot be removed from the mailing list by amending schedules; the process for removing creditors from the mailing list is listed with other [noticing information](#).

Statement of Current Monthly Income (formerly known as Means Test). Add the word "Amended" on the PDF and docket text window. Use the applicable event from the following list:

Bankruptcy>Other>Chapter 7 Statement of Your Current Monthly Income
[B122A-1](#)

Bankruptcy>Other>Chapter 13 Statement of Your Current Monthly Income and Calculation of Commitment Period [B122C-1](#)

Bankruptcys>Other>Chapter 13 Calculation of Disposable Income [B122C-2](#)

Bankruptcy>Other>Chapter 11 Statement of Current Monthly Income
[B122B](#)

Chapter 13 Plan see [LBR 3015-1](#) Use the applicable ECF event from the following list:

Bankruptcy>Plan>Amended Plan (before confirmation) all chapters

Bankruptcy>Plan>Modified Plan (after confirmation) all chapters