

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 \$34 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 \$34 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 \$34 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 \$34 fee)

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

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