

## Rule 1009-1

### AMENDMENTS TO LISTS & SCHEDULES

(a) ***Applicability of Rule.*** This rule applies to amendments to schedules, petitions, lists, matrices, Statements About Your Social Security Numbers, and Statements of Financial Affairs.

(b) ***Content of Amendments.*** Amendments shall contain a caption including the case number and the title and shall be marked “Amended.” Amendments to Schedule A or Schedule B shall set forth all of the debtor’s real and personal property and shall state both the assets added and the assets deleted in the amendment. Amendments to Schedule C shall set forth all exemptions claimed by the debtor. Amendments to Schedules D, E, F, G and H shall set forth additional, new information, i.e., additional creditors, or deleted information.

(c) ***Execution and Verification.*** Amendments shall be executed and verified under penalty of perjury by the debtor and attorney of record in the same manner that the item being amended was originally executed.

(d) ***Amendments Adding Ten or More Creditors.*** Amendments that add ten or more creditors shall comply with the provisions of Local Rule 1007-2(a) regarding the debtor’s obligation to provide the Clerk with a list of creditors.

(e) ***Service of Amendments.*** The debtor shall serve notice of amended schedules or lists of creditors to any persons or entities affected thereby and shall file a proof of service in accordance with the provisions of Local Rule 9013-3. If the debtor files an amendment to add previously unsecured creditors, the debtor shall serve the newly added creditors with a copy of the Notice of Bankruptcy Case, that displays the debtor’s complete Social Security number, the Notice of Deadline to File Proof of Claim, if any, and in Chapter 13 cases, a copy of the most recently filed Chapter 13 plan and, if applicable, a copy of the Order Confirming Plan.

(f) ***Amendments to Statement About Your Social Security Numbers.*** In compliance with the policy of the United States Judicial Conference to protect Personal Data Identifiers, any amendment to a debtor’s Statement About Your Social Security Numbers form will be filed on the docket as a restricted entry. The debtor/debtor’s attorney shall (1) serve a copy of the amended statement on all parties who were served with the Notice of Bankruptcy Case, and (2) file a proof of service with the Clerk. Electronic Filing Users shall maintain the original signed and verified amended statement setting out the debtor’s full Social Security number for a period of four years after the case is closed.

(g) ***Filing Fees.*** Amendments to the debtor’s schedules, lists of creditors, matrix, or mailing list require the prescribed filing fee unless the nature of the amendment is to change the address of a creditor or an attorney listed for a creditor.

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*Notes of Advisory Committee*

***2019 Amendment***

This amendment revises section (d) of the rule to reflect the debtor's obligation to provide a list of creditors (master mailing matrix or CM/ECF upload) if an amendment to the debtor's schedules adds more than ten new creditors. Section (e) is revised to update the name of the "Notice of Commencement of Bankruptcy Case, Meeting of Creditors, & Deadlines" form to the form's new name "Notice of Bankruptcy Case." Section (e) is also revised to require service to newly added creditors of a copy of the Notice of Bankruptcy Case that includes the debtor's full Social Security number and of the Order Confirming Plan (if applicable). In addition, sections (a) and (f) are revised to update the name of the Official Form "Statement of Social Security Number" to the Official Form's new name "Statement About Your Social Security Numbers." This amendment to the rule is effective July 1, 2019.

***2015 Amendment***

Amended section (e) requires service of the Notice of Deadline to File Proof of Claim, if any, upon newly added creditors in Schedules D, E, and F. This amendment to the rule is effective July 1, 2015.

***2013 Amendment***

This amendment requires that amendments to bankruptcy schedules indicate the information that has been added and/or deleted. This amendment to the rule is effective July 1, 2013.

***2004 Amendment***

This amendment to the Local Rule above, as with similar amendments removes the requirement to submit additional paper copies of documents because those parties requiring copies will have access to these documents under CM/ECF. It also adds instructions for filing an amendment to the debtor's Statement of Social Security Number. Further, it clarifies when a filing fee is due with an amendment.

***1997 Amendment***

This amendment conforms the existing Local Rules to the uniform numbering system prescribed by the Judicial Conference of the United States and to the model system suggested and approved by the Advisory Committee on Bankruptcy Rules of the Judicial Conference's Committee on Rules of Practice and Procedure. In renumbering the Local Rules to conform to the uniform numbering system, no change in substance is intended. This amendment was effective on April 15, 1997.

This rule was formerly Local Rule 2.06. The Advisory Committee Notes to the superseded rules may be helpful in interpreting and applying the current rules.

***1995 Amendment***

This rule is amended to substitute the term “proof of service” for “certificate of service” as required by amended Rule 2.19(a). The other amendment to Local Rule 2.06(d) is stylistic. No substantive change is intended. These amendments were effective on February 15, 1995.