

Amendment to Schedules, Voluntary Petitions, and Chapter 13 Plans

Docketing Events

- Bankruptcy>Miscellaneous>Schedules (original schedules, individual schedules, or amended schedules)
 - Bankruptcy>Plans Disclosure Statements and Related Matters>Amended Chapter 13 Plan
 - Bankruptcy>Miscellaneous>Amended Voluntary Petition
-

Negative Notice: N/A

Accompanying Orders: N/A

Code and Rule References

[28 U.S.C. § 1746](#)

[28 U.S.C. § 1930\(b\)](#)

[Fed. R. Bankr. P. 1008](#)

[Fed. R. Bankr. P. 9011\(e\)](#)

[Local Rule 1007-2\(a\)](#)

[Local Rule 1009-1\(b\), \(d\) and \(e\)](#)

Fee: \$32 when amending schedules D, E, and F (with limitations)

Applicable Chapters: 7, 11, 12, and 13

Implemented: 2/9/2016

Last Revision: 12/1/2020 7:59:46 AM

Description

Schedules are the official forms for listing a debtor's and co-debtor's assets, liabilities, exemptions, executory contracts, current income and expenditures, and parties jointly responsible for any of the debtor's liabilities. All the official forms and instructional information can be viewed [here](#).

Amended schedules filed after the initial schedules must be served on affected parties. An Amended Chapter 13 Plan should be served on all creditors.

Filing Checklist

- Review the docket to determine if the case is dismissed or closed;
 - ❖ **Note:** The amendment will only be processed if the case is reinstated or reopened.
- Review the amendment to determine if:
 - The amendment is signed under penalty of perjury by the debtor;
 - ❖ **Note:** Verification language should comply with 28 U.S.C. § 1746, e.g., "I declare (or certify, verify, or state) under penalty of perjury [if executed outside the U.S., include 'under the laws of the United States of America'] that the foregoing is true and correct. Executed on (date).
 - The attorney's name and address are complete and consistent with the filing attorney's name and address in CM/ECF.; and
 - ❖ **Note:** If filed electronically by an attorney, must include electronic signature.
 - The amendment is properly served and includes a proper certificate of service;
 - If additional creditors were added to Schedules D, E, or F, the certificate of service indicates service of the Notice of Bankruptcy Case (Section 341 notice);

- The amendment adds additional creditors to Schedules D, E, or F, if yes, then ensure the additional creditors are uploaded/added to the matrix.
 - ❖ **Note:** Amendments to Schedules D, E, or F should only list additional or deleted information as amendment will be stricken if all creditors are listed.
 - ❖ **Note:** Amendments that add ten or more creditors must comply with the provisions of Local Rule 1007-2(a) and be accompanied by a master mailing matrix or CM/ECF upload.
- Proof or certificate of service indicates service of the Chapter 13 plan, if case is a Chapter 13 case and additional creditors were added to Schedules D, E, or F;
- Amended Summary of Schedules is included with amendment to Schedules A, B, D, E, F, I, and J; and
- After completing the docketing process in CM/ECF, ensure the filing fee is paid for Amendments to Schedules D, E, and F.
 - Exceptions to this fee are:
 - Only change is to add an attorney for a creditor already listed.
 - Only change is to update an address of a previously provided creditor or creditor's attorney address.
 - Filed to correct a deficiency in a previous amendment.
 - Filed within 30 days after a conversion from Chapter 13 to Chapter 7.
 - Debtor was approved to proceed in forma pauperis.