

**IN THE UNITED STATES BANKRUPTCY COURT
FOR THE WESTERN DISTRICT OF MISSOURI**

CHAPTER 11

Filing requirements for new Petitions (cases) and amendments thereto.

\$1,039.00 Total Fee (\$1000.00 Filing Fee + \$39.00 Administrative Fee)

The following documents are required for a Chapter 11 case and should be in your **pdf (portable document format)** electronic file in the following order:

NAME OF DOCUMENT	FORM	NAME OF DOCUMENT	FORM
<p>File in one pdf document, if possible:</p> <p>1. Petition (Including signature page)</p> <p>2. Exhibit D - Individual Debtor's Statement of Compliance with Credit Counseling</p> <p>3. Summary of Schedules</p> <p>4. Statistical Summary of Certain Liabilities (28 USC § 159) (Individual Debtors ONLY)</p> <p>5. Schedules:</p> <p style="padding-left: 20px;">Schedule A. Real Property</p> <p style="padding-left: 20px;">Schedule B. Personal Property</p> <p style="padding-left: 20px;">Schedule C. Exempt Property (Individual)</p> <p style="padding-left: 20px;">Schedule D. Secured Claims</p> <p style="padding-left: 20px;">Schedule E. Priority Claims</p> <p style="padding-left: 20px;">Schedule F. Nonpriority Claims</p> <p style="padding-left: 20px;">Schedule G. Contracts/Leases</p> <p style="padding-left: 20px;">Schedule H. Codebtors</p> <p style="padding-left: 20px;">Schedule I. Current Income (Individual)</p> <p style="padding-left: 20px;">Schedule J. Current Expenditures (Individual)</p> <p>6. Verification of Schedules</p> <p>7. Verified Statement of Financial Affairs</p> <p>8. Statement of Current Monthly Income (individual debtor only)</p> <p>9. Disclosure of Attorney Compensation</p> <p>10. Matrix</p> <p>11. Verification of Matrix</p> <p>12. Local Rule 2015-2A and B Statements (if debtor operates a business)</p> <p>File in paper via mail:</p> <p>13. Declaration re: Electronic Filing</p>	<p>B 1</p> <p>B 1 D</p> <p>B 6-Sum</p> <p>B 6-Sum 2</p> <p>B 6A</p> <p>B 6B</p> <p>B 6C</p> <p>B 6D</p> <p>B 6E</p> <p>B 6F</p> <p>B 6G</p> <p>B 6H</p> <p>B 6I</p> <p>B 6J</p> <p>B 6-Cont</p> <p>B 7</p> <p>B 22B</p> <p>B 203</p> <p>None</p> <p>Local</p> <p>Atty prepare</p> <p>Local</p>	<p>Separate Documents:</p> <p>Application to pay filing fee in installments (Individual debtor only)</p> <p>Certificate of Credit Counseling or Motion to Waive Credit Counseling re: Exigent Circumstances or Motion to Waive Credit Counseling¹ (all of the above, individual debtor only)</p> <p>Debtor's Evidence of Employer Payments received (60 days) (Individual debtor only)</p> <p>Motion to Extend Automatic Stay (362(c)(3))</p> <p>Motion to Impose Automatic Stay (362)(c)(4)</p> <p>Corporate Ownership Statement (corporate debtors)</p> <p>Missing Documents:</p> <p>If not included, a master mailing matrix must be filed within 2 days. Unless otherwise indicated, other missing documents are due within 14 days from date of filing or the case may be dismissed.</p> <p>¹One of these three documents must be filed</p>	<p>B 3A</p> <p>Cert.</p> <p>Atty prepare</p> <p>Atty prepare</p> <p>Atty prepare</p> <p>Atty prepare</p> <p>Atty prepare</p> <p>Local</p>

The Mailing Matrix must also be prepared in a separate text (.txt or .scn) file.