

ELECTRONIC FILING GUIDE
CHAPTER 11 - SEQUENCE OF DOCUMENTS
Revised: March 5, 2015

1. Voluntary Petition
Exhibit D to Voluntary Petition (individual)
Summary of Schedules
Statistical Summary of Certain Liabilities and Related Data
Schedules A - J (I and J individual)
Declaration Concerning Debtor's Schedules
Statement of Financial Affairs
Chapter 11 Statement of Your Current Monthly Income (individual)
2. Certificate of Credit Counseling (individual).
3. List of Creditors Holding 20 Largest Unsecured Claims.
4. Attorney Disclosure of Compensation.
5. Employee Income Records (individual).
6. Statement of Authority to File (corporation).
7. Statement of Corporate Ownership (corporation).
8. If the case was not opened via case upload, the mailing list of creditors must be uploaded to CM/ECF.
9. Filing fee of \$1,717.00.
10. Debtor's Statement Regarding Business Records is due at the time of the filing of the petition (small business only).
11. Application to Employ Professional must be filed before the debtor's attorney, accountant, or other professional performs any post-petition services.
12. List of Equity Security Holders is due within 14 days of the filing of the petition (corporation).
13. Chapter 11 Disclosure Statement, Plan, and Sample Ballot Forms are due within 120 days (180 days for small business) of the filing of the petition.