

ELECTRONIC FILING GUIDE
CHAPTER 12 - 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
2. Certificate of Credit Counseling (individual).
3. Attorney Disclosure of Compensation.
4. Employee Income Records (individual).
5. Statement of Corporate Ownership (corporation).
6. If the case was not opened via case upload, the mailing list of creditors must be uploaded to CM/ECF.
7. Filing fee of \$275.00.
8. Application to Employ Professional must be filed before the debtor's attorney, accountant, or other professional performs any post-petition services.
9. Chapter 12 Plan and Certificate of Service (on all creditors) are due within 90 days of the filing of the petition.