

**UNITED STATES BANKRUPTCY COURT**  
**WESTERN DISTRICT OF MISSOURI**  
CHAPTER 13 PRO SE FILER (SELF FILER) DOCUMENT CHECKLIST

**BEFORE YOU FILE:**

- Certificate of Credit Counseling – Must be completed within 180 days of case filing  
**FOR A LIST OF APPROVED AGENCIES, SEE <http://www.usdoj.gov/ust/eo/bapcpa/ccde/index.htm>**

**WHEN YOU FILE:****FREE BANKRUPTCY FORMS ARE AVAILABLE FROM TWO WEB SITE LOCATIONS**

SITE 1: <http://www.uscourts.gov/FormsAndFees/Forms/BankruptcyForms.aspx>

SITE 2: <http://www.mow.uscourts.gov/forms.html#bankruptcy>

**FORMS**

- [Voluntary Petition](#) (B1)  
 [Exhibit D to the Voluntary Petition](#) (B1D)  
 [Summary of Schedules](#) (B6)  
 [Statistical Summary of Certain Liabilities](#) (B6)  
 Schedules [A](#) – [B](#) – [C](#) – [D](#) – [E](#) – [F](#) – [G](#) – [H](#) – [I](#) – [J](#) (B6A – B6J) (ALL OF THESE SCHEDULES MUST BE INCLUDED WITH YOUR FILING; EVEN IF YOU DON'T HAVE ANY INFORMATION TO PUT ON THE SCHEDULE)  
 [Declaration Concerning Debtor's Schedules](#) (B6)  
 [Statement of Financial Affairs](#) (B7)  
 [Statement of Your Current Monthly Income and Calculation of Commitment Period](#) (B22C-1)  
 [Chapter 13 Calculation of Your Disposable Income](#) (B22C-2)  
 [Statement of Social Security Number](#) (B21)  
 [Notice to Individual Consumer Debtor](#) (B201A)  
 [Certification of Notice to Individual Consumer Debtors](#) (B201B)  
 [Chapter 13 Plan](#) (MOW 3083-1.1)  
 [Verification of Mailing Matrix](#) (MOW 1009-1.2)  
 Creditor Mailing Matrix (A TYPED OR WRITTEN LIST OF ALL OF YOUR CREDITORS BY NAME AND MAILING ADDRESS ONLY)

**PAYMENT**

- \$310 FILING FEE  
OR  
 [Application and Order to Pay Filing Fee in Installments](#) (B3A)

**PROOF OF INCOME**

- Pay Stubs from the Last 60 Days Before Filing Date  
**ANY FULL SOCIAL SECURITY NUMBERS SHOULD BE REDACTED**  
OR  
 [Debtor's Evidence of No Employer Payments](#) (MOW 1007-1.2)

**AFTER YOU FILE:**

- Certificate of Debtor Education - MUST BE DATED **AFTER** THE DATE OF FILING  
**FOR A LIST OF APPROVED AGENCIES, SEE [http://www.justice.gov/ust/eo/bapcpa/ccde/de\\_approved.htm](http://www.justice.gov/ust/eo/bapcpa/ccde/de_approved.htm)**
- [Debtor's Certification of Completion of Instructional Course Concerning Financial Management](#) (B23)
- [Motion for Entry of Chapter 13 Discharge](#) (MOW 4004-4.1) – **THIS DOCUMENT CAN ONLY BE FILED AFTER THE CHAPTER 13 PLAN HAS BEEN COMPLETED**