

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

CHAPTER 13

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

\$274.00 Total Fee (\$235.00 Filing Fee + \$39.00 Administrative Fee per 28 USC § 1930(b)(8))

The following documents are required for a Chapter 13 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 and Disposable Income Calculations</p> <p>9. Disclosure of Attorney Compensation</p> <p>10. Matrix</p> <p>11. Verification of Matrix</p> <p>File in paper via mail:</p> <p>12. Declaration re: Electronic Filing (not pro se, pro se debtors file the Statement of Social Security Number listed below)</p> <p>Pro Se:</p> <p>1. Notice to Debtor by Non Attorney Bankruptcy Petition Preparer</p> <p>2. Disclosure of Compensation by Non Attorney Bankruptcy Petition Preparer</p> <p>3. Notice to Individual Consumer Debtors (342(b))</p> <p>4. Statement of Social Security Number</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 22C</p> <p>B 203</p> <p>None</p> <p>Local</p> <p>Local</p> <p>B 19</p> <p>B 280</p> <p>B 201</p> <p>B 21</p>	<p>Separate Documents:</p> <p>Application to pay filing fee in installments</p> <p>Chapter 13 Plan/Plan Summary</p> <p>Certificate of Credit Counseling or Motion to Waive Credit Counseling re: Exigent Circumstances or Motion to Waive Credit Counseling¹</p> <p>Debtor's Evidence of Employer Payments received (60 days) or Debtor's Evidence of NO Employer Payments</p> <p>Certification of Intent to Cure Residential Default and 30 day Rent Deposit²</p> <p>Motion to Extend Automatic Stay (362)(c)(3)</p> <p>Motion to Impose Automatic Stay (362)(c)(4)</p> <p>Missing Documents:</p> <p>If not included, a master mailing matrix must be filed within 2 days. Any other missing documents are due within 14 days from date of filing or the case may be dismissed.</p> <p>¹ One of these three documents must be filed ² Document filed only if required by statement on petition.</p>	<p>B 3A</p> <p>Local</p> <p>Cert.</p> <p>Atty prepare</p> <p>Atty prepare</p> <p>Atty prepare</p> <p>Local</p> <p>Atty prepare</p> <p>Atty prepare</p> <p>Atty prepare</p> <p>Atty prepare</p>

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