

## Filing Requirements - Chapter 11

The following documents must be filed to commence a case under Chapter 11.

### **Chapter 11 - Filing Fee \$1,717.00**

1. Voluntary Petition (Official [Form B 101](#) for individuals, [B 201](#) for non-individuals)
2. Attachment to Voluntary Petition for Non-Individuals Filing for Bankruptcy Under Chapter 11 (Official [Form B 201 A](#)) (corporate Chapter 11 debtors that are publicly held) (due within 7 days)
3. List of Creditors Holding 20 Largest Unsecured Claims (Official [Form B 104](#) for individuals, [B 204](#) for non-individuals)
4. Summary of Assets and Liabilities (includes Certain Statistical Information for non-individuals) (Official [Form B 106 Sum](#) for individuals or [B 206 Sum](#) for non-individuals) (due within 14 days)
5. Schedules (Official [Forms B 106 series](#) for individuals or [B 206 series](#) for non-individuals) (due within 14 days)
6. Declaration About an Individual Debtor's Schedules (Official [Form B 106 Dec](#)) (individuals only) (due within 14 days)
7. Declaration Under Penalty of Perjury for Non-Individual Debtors (Official [Form B 202](#)) (non-individuals only) (due within 14 days)
8. Statement of Financial Affairs (Official [Form B 107](#) for individuals or [B 207](#) for non-individuals) (due within 14 days)
9. Statement of Corporate Ownership (Fed. R. Bankr. P. 1007(a)(1)) (corporate cases only) (due within 14 days)
10. Attorney Compensation Disclosure (Official [Form B 2030](#)) (Fed. R. Bankr. P. 2016(b)) (due within 7 days)
11. Matrix and Verification of Creditor Matrix (Local [Form 2](#))
12. Credit Counseling Certificate or a Motion for Exemption (Bankruptcy Code §§ 109(h) and 521(b)) (individuals only) (due immediately unless Petition item #15 indicates that the Credit Counseling Certificate will be filed within 14 days)
13. Statement of Your Current Monthly Income (Official [Form B 122 B](#)) (individual cases only) (due within 14 days)
14. Filing Fee or [Application to Pay Filing Fee in Installments](#). Only individuals may pay in installments.
15. Bankruptcy Petition Preparer's Notice, Declaration, and Signature (Official [Form B 119](#)) (individuals only)
16. Disclosure of Compensation of Bankruptcy Petition Preparer (Official [Form B 2800](#)) (Fed. R. Bankr. P. 2016(c)) (individuals only) (due with the petition)
17. Statement About Your Social Security Numbers (Official [Form B 121](#)) (individuals only) (due with the petition)
18. Chapter 11 Small Business Requirements. (Bankr. Code § 1116(1)): a. Balance Sheet; b. Statement of Operations; c. Cash-Flow Statement; and d. Federal Income Tax Returns; or e. Statement under penalty of perjury that no Balance Sheet, Statement of Operations, and/or Cash-Flow Statement has been prepared and/or no Federal tax return has been filed.