



**Administrative Office of the U.S. Courts**  
Department of Technology Services

# **Official 2015 Bankruptcy Forms Changes in CM/ECF Overview for Attorney**

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**Effective  
December 1, 2015**



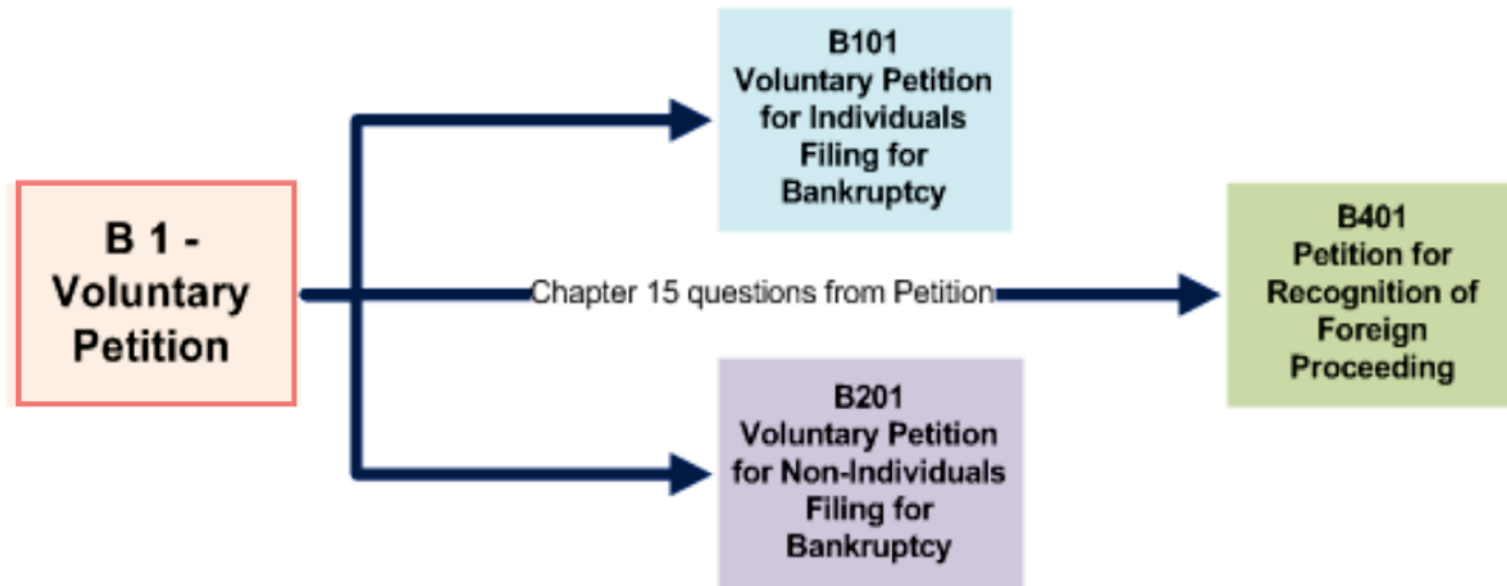
## Implementing 2015 Forms in CM/ECF

- The Bankruptcy Forms Modernization Project is an initiative that requires filers to use new official bankruptcy forms as of December 1, 2015.
- Official forms, especially the petitions and schedules, are substantially revised, renumbered, and reformatted.

## Implementing 2015 Forms Changes in CM/ECF

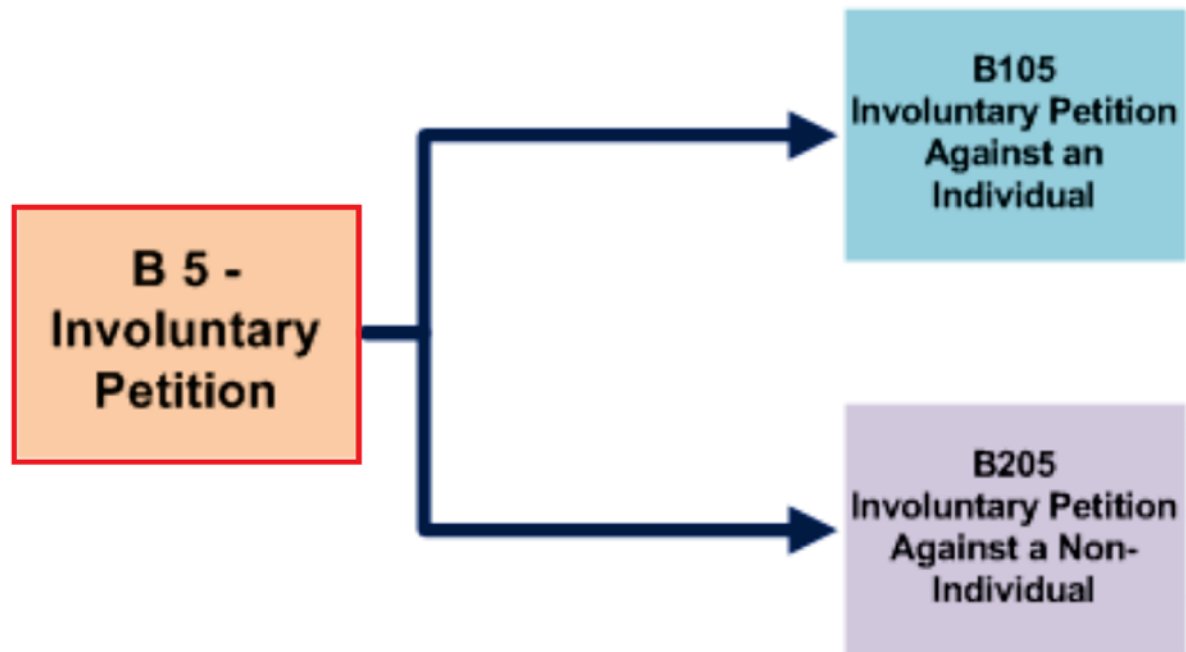
- The forms and some screens in CM/ECF for Individual Type Debtor eliminate questions for Non-Individual Type Debtor and vice versa.
- Information relating to the compliance of the Credit Counseling Requirement, formerly Exhibit D, is incorporated in the petition for Individual Type Debtor and the procedure for electronically docketing the certificate remains the same.

# Case Opening Forms





## Case Opening Forms



# Form 101 - Voluntary Petition for Individuals

**Open New Voluntary Bankruptcy Case**

Prior filing within last 8 years: no

Fee status: Paid

Nature of debt: **Business**  
**Consumer**  
**Other New**

Asset notice: business  
consumer  
**other New**

Estimated number of creditors:

Estimated assets:

Estimated liabilities:

Small business:

A (\$0 to \$50,000 (\$0 to \$10,000))  
B (\$50,001 to \$100,000 (\$10,000 to \$100,000))  
C (\$100,001 to \$500,000 (\$100,000 to \$1 million))  
D (\$500,001 to \$1 million (\$1 million to \$100 million))  
E (\$1,000,001 to \$10 million (More than \$100 million))  
F (\$10,000,001 to \$50 million)  
G (\$50,000,001 to \$100 million)  
H (\$100,000,001 to \$500 million)  
I (\$500,000,001 to \$1 billion)  
~~J (More than \$1 billion)~~ Deactivated for cases filed after 11/30/2015  
**K (\$1,000,000,001 - \$10 billion) ← New**  
**L (\$10,000,000,001 - \$50 billion) ← New**  
M (More than \$50 billion)

Type of debtor:  
 Individual  
 Corporation (includes LLC & LLP)  
 Partnership  
 Other

Nature of business:  
 Health Care Business  
 Single Asset Real Estate  
 Railroad  
 Stockbroker  
 Commodity Broker  
 Clearing Bank  
 None of the above

Disabled for Individual debtors

Next Clear

# Form 101 - Voluntary Petition for Individuals

**Open New Voluntary Bankruptcy Case**

Prior filing within last 8 years: no

Fee status: Paid

Nature of debt: [dropdown]

Asset notice: business, consumer, other

Estimated number of creditors: [input] **New**

Estimated assets: [dropdown]

Estimated liabilities: [dropdown]

Small business: A (\$0 to \$50,000 (\$0 to \$10,000)), B (\$50,001 to \$100,000 (\$10,000 to \$100,000)), C (\$100,001 to \$500,000 (\$100,000 to \$1 million)), D (\$500,001 to \$1 million (\$1 million to \$100 million)), E (\$1,000,001 to \$10 million (More than \$100 million)), F (\$10,000,001 to \$50 million), G (\$50,000,001 to \$100 million), H (\$100,000,001 to \$500 million), I (\$500,000,001 to \$1 billion), ~~J (More than \$1 billion)~~, K (\$1,000,000,001 - \$10 billion), L (\$10,000,000,001 - \$50 billion), M (More than \$50 billion)

**Est Assets and Est Liabilities**  
> \$1 billion is deactivated  
> \$1-10 billion New  
> \$10-50 billion New  
> \$50 billion New

Deactivated for cases filed after 11/30/2015

New

**Type of debtor**  
 Individual  
 Corporation (includes LLC & LLP)  
 Partnership  
 Other

**Nature of business**  
 Health Care Business  
 Single Asset Real Estate  
 Railroad  
 Stockbroker  
 Commodity Broker  
 Clearing Bank  
 None of the above

Disabled for Individual debtors

# Form 101 - Voluntary Petition for Individuals

## Open New Voluntary Bankruptcy Case

Prior filing within last 8 years

Fee status

Nature of debt

Asset notice

Estimated number of creditors

Estimated assets

Estimated liabilities

Small business

- A (\$0 to \$50,000 (\$0 to \$10,000))
- B (\$50,001 to \$100,000 (\$10,000 to \$100,000))
- C (\$100,001 to \$500,000 (\$100,000 to \$1 million))
- D (\$500,001 to \$1 million (\$1 million to \$100 million))
- E (\$1,000,001 to \$10 million (More than \$100 million))
- F (\$10,000,001 to \$50 million)
- G (\$50,000,001 to \$100 million)
- H (\$100,000,001 to \$500 million)
- I (\$500,000,001 to \$1 billion)
- ~~J (More than \$1 billion)~~
- K (\$1,000,000,001 - \$10 billion)
- L (\$10,000,000,001 - \$50 billion)
- M (More than \$50 billion)

Deactivated for cases filed after 11/30/2015

New

Type of debtor

- Individual
- Corporation (includes LLC & LLP)
- Partnership
- Other

Nature of business

- Health Care Business
- Single Asset Real Estate
- Railroad
- Stockbroker
- Commodity Broker
- Clearing Bank
- None of the above

Disabled for Individual debtors

Nature of Business

Railroad

Clearing Bank

Disabled for Individual debtors.

# Form 201 Voluntary Petition for Non-Individuals

**Open New Voluntary Bankruptcy Case**

Prior filing within last 8 years: no

Fee status: Paid

Nature of debt: [dropdown]

Asset notice: Yes

Estimated number of creditors: [dropdown]

Estimated assets: [dropdown] *New Options*

Estimated liabilities: [dropdown]

Small business: n

- A plan is being filed with this petition.
- Acceptances of the plan were solicited prepetition
- Debtor is required to file periodic reports
- Debtor is a shell company *New*

**Type of debtor**

- Individual
- Corporation (includes LLC & LLP)
- Partnership
- Other

**Nature of business**

- Health Care Business
- Single Asset Real Estate
- Railroad
- Stockbroker
- Commodity Broker
- Clearing Bank
- None of the above

**Special categories** *New*

- Tax-Exempt Entity
- Investment Company
- Investment Advisor

**NAICS code**

4  
4231 (Motor Vehicle and Motor Vehicle Parts and Supplies Merchant Wholesalers)

Next Clear

**New Chapter 11 Fields**  
Debtor is Required to file periodic reports Debtor is a shell company

# Form 201 Voluntary Petition for Non-Individuals

**Open New Voluntary Bankruptcy Case**

Prior filing within last 8 years: no

Fee status: Paid

Nature of debt: [dropdown]

Asset notice: Yes

Estimated number of creditors: [dropdown]

Estimated assets: [dropdown] *New Options*

Estimated liabilities: [dropdown]

Small business: n

A plan is being filed with this petition.

Acceptances of the plan were solicited prepetition

Debtor is required to file periodic reports

Debtor is a shell company *New*

**Type of debtor**

- Individual
- Corporation (includes LLC & LLP)
- Partnership
- Other

**Nature of business**

- Health Care Business
- Single Asset Real Estate
- Railroad
- Stockbroker
- Commodity Broker
- Clearing Bank
- None of the above

**Special categories** *New*

- Tax-Exempt Entity
- Investment Company
- Investment Advisor

**NAICS code**

4  
4231 (Motor Vehicle and Motor Vehicle Parts and Supplies Merchant Wholesalers)

**Annotations:**

- Yellow box: **Nature of Business Other changed to None of the Above** (with red arrow pointing to "None of the above")
- Yellow box: **Special Categories: Investment Company, Investment Advisor** (with red arrow pointing to "Investment Company" and "Investment Advisor")

Next Clear



# Form 201 Voluntary Petition for Non-Individuals

**Open New Voluntary Bankruptcy Case**

Prior filing within last 8 years: no

Fee status: Paid

Nature of debt: [dropdown]

Asset notice: Yes

Estimated number of creditors: [dropdown]

Estimated assets: [dropdown] **New Options**

Estimated liabilities: [dropdown]

Small business: n

- A plan is being filed with this petition.
- Acceptances of the plan were solicited prepetition
- Debtor is required to file periodic reports
- Debtor is a shell company **New**

**Type of debtor**

- Individual
- Corporation (includes LLC & LLP)
- Partnership
- Other

**Nature of business**

- Health Care Business
- Single Asset Real Estate
- Railroad
- Stockbroker
- Commodity Broker
- Clearing Bank
- None of the above

**Special categories**

- Tax-Exempt Entity
- Investment Company
- Investment Advisor

**NAICS code**

4  
4231 (Motor Vehicle and Motor Vehicle Parts and Supplies Merchant Wholesalers)

**New NAICS business codes: North American Industry Classification System**

Next Clear

# Form 401 Chapter 15 Case Opening

Petition for Recognition of Foreign Proceeding

Open New Voluntary Bankruptcy Case

Case type bk Case number

Date filed 4/30/2015 6:00 AM

Chapter 15 Main/Nonmain Foreign main proceeding

Joint Petition n

Deficiencies n

Origin Original

Next Clear

Foreign Main Proceeding  
Foreign Nonmain Proceeding  
New Option - Foreign Main Proceeding, or in the alternative, foreign Nonmain Proceeding



# Form 401 Chapter 15 Case Opening

Petition for Recognition of Foreign Proceeding

**Open New Voluntary Bankruptcy Case**

**Fee status** Paid

**Type of debtor**

- Individual
- Corporation (includes LLC & LLP)
- Partnership
- Other

Limited statistical data collected for Chapter 15

Next Clear

## Chapter 11 Case Opening for Non-Individuals

### EOUST Statistical screen

#### Open New Voluntary Bankruptcy Case

Form B1: Debtor's aggregate non-contingent liquidated debts < \$2,490,925

#### Schedules

Schedule C: Total value of claimed exemptions

Schedule I line 2: Monthly gross wages, salary, and commission

Debtor  Spouse

Schedule I line 6: Subtotal of payroll deductions

Debtor  Spouse

Schedule J line 23c: Monthly net income

Next

Clear

Form B1 is renumbered as Official Form 201. The question pertaining to the Debtor's liquidated debts is found on page 2, line number 8 of Form 201.



## Schedules for Individuals and Non-Individuals

- Schedules A and B are now **combined** into Schedule **A/B**.
- Schedules E and F are now **combined** into Schedule **E/F**.

(See new form # and new form name below)

Current Form #	Current Name	New Form #	New Name
B6A	Schedule A - Real Property	106A/B	Schedule A/B Property - Individual
B6B	Schedule B - Personal Property	206A/B	Schedule A/B Property - Non - Individual
B6E	Schedule E - Creditors Holding Unsecured Priority Claims	106E/F	Schedule E/F - Creditors Who Have Unsecured Claims - Individual
B6F	Schedule F - Creditors Holding Unsecured Nonpriority Claims	206E/F	Schedule E/F - Creditors Who Have Unsecured Claims - Non-Individual

## Schedules – Individual and Non-Individual Debtors

New Schedules have separate Individual and Non-Individual forms and new form numbers.

### Individual

106**A/B**

106**D**

106**E/F**

106**G**

106**H**

106**I**

106**J**

106**J-2**

### Non-Individual

206**A/B**

206**D**

206**E/F**

206**G**

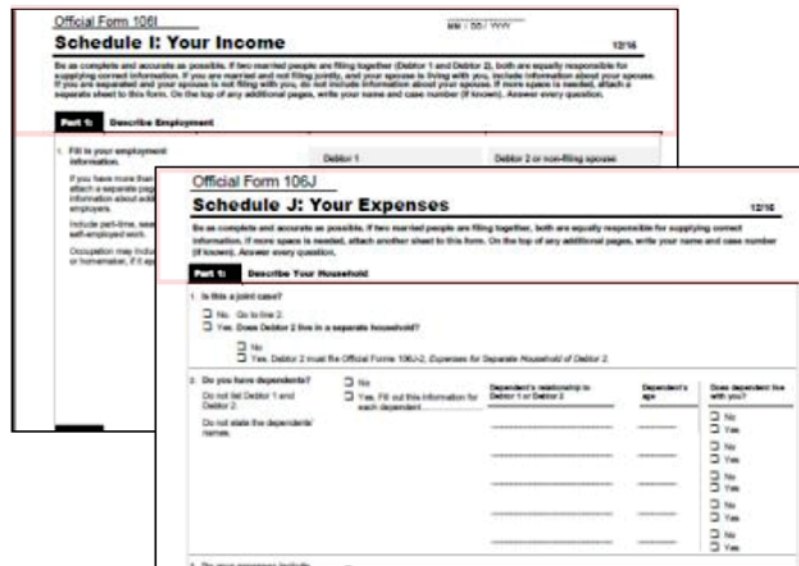
206**H**



# Schedules I and J - For Individual Debtors Only

B106I – Your Income

B106J – Your Expenses



## Schedule 106J-2 – For Individuals Only

New Form: Schedule 106J-2 - Expenses for Separate Household of Debtor 2

Official Form 106J-2

**Schedule J-2: Expenses for Separate Household of Debtor 2** 12/15

Use this form for Debtor 2's separate household expenses ONLY IF Debtor 1 and Debtor 2 maintain separate households. If Debtor 1 and Debtor 2 have one or more dependents in common, list the dependents on both Schedule J and this form. Answer the questions on this form only with respect to expenses for Debtor 2 that are not reported on Schedule J. Be as complete and accurate as possible. If more space is needed, attach another sheet to this form. On the top of any additional pages, write your name and case number (if known). Answer every question.

**Part 1: Describe Your Household**

1. Do you and Debtor 1 maintain separate households?

No. Do not complete this form.



# Summary of Your Assets and Liabilities for Certain Statistical Information (Form 106Sum)

**Summary of Assets and Liabilities and Certain Statistical Information**

Report the totals from Schedules A/B, D, E/F, I, J, Forms 122, and Nondischargeable Debt in the boxes provided.

NAME OF SCHEDULE/FORM	ASSETS	LIABILITIES	OTHER
Schedule A/B - Total Real Estate/Property	<input type="text"/>		
Schedule A/B - Total Personal Property	<input type="text"/>		
Schedule D - Total Secured Claims		<input type="text"/>	
Schedule E/F - Total Priority Unsecured Claims		<input type="text"/>	
Schedule E/F - Total Nonpriority Unsecured Claims		<input type="text"/>	
Schedule I - Monthly Income			<input type="text"/>
Schedule J - Monthly Expenses			<input type="text"/>
Current Monthly Income (Official Form 122A-1, 122B or 122C-1)			<input type="text"/>
Total Unsecured Claims Amount (Official Form B106Sum)		<input type="text"/>	
<b>Total Dischargeable Debt (Computed)</b> Note: Not computed when any value above for D, E/F, or total unsecured claims amount is not known.		<input type="text"/>	

Next Clear



# Summary of Assets and Liabilities for Non-Individuals (Form 206Sum)

**Summary of Assets and Liabilities and Certain Statistical Information**

Report the totals from Schedules A/B, D, E/F, I, J, Forms 122, and Nondischargeable Debt in the boxes provided.

NAME OF SCHEDULE/FORM	ASSETS	LIABILITIES	OTHER
Schedule A/B - Total Real Estate/Property	<input type="text"/>		
Schedule A/B - Total Personal Property	<input type="text"/>		
Schedule D - Total Secured Claims		<input type="text"/>	
Schedule E/F - Total Priority Unsecured Claims		<input type="text"/>	
Schedule E/F - Total Nonpriority Unsecured Claims		<input type="text"/>	
Schedule I - Monthly Income			<input type="text"/>
Schedule J - Monthly Expenses			<input type="text"/>
Current Monthly Income (Official Form 122A-1, 122B or 122C-1)			<input type="text"/>
Total Unsecured Claims Amount (Official Form B 106Sum)		<input type="text"/>	
<b>Total Dischargeable Debt (Computed)</b> Note: Not computed when any value above for D, E/F, or total unsecured claims amount is not known.		<input type="text"/>	

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# Official Bankruptcy Forms Effective December 1, 2015

## Revised Meeting of Creditors Notices (Form 309A)

### Chapter 7 No Asset Case

Information to identify the case:	
Debtor 1 _____ First Name Middle Name Last Name	Last 4 digits of Social Security number or ITIN _____ EIN _____
Debtor 2 (Spouse, if filing) First Name Middle Name Last Name	Last 4 digits of Social Security number or ITIN _____ EIN _____
United States Bankruptcy Court for the _____ District of _____ (State)	(Date case filed for chapter 7 _____ MM, DD / YYYY OR (Date case filed in chapter _____ MM, DD / YYYY Date case converted to chapter 7 _____ MM / DD / YYYY)
Case number: _____	

#### Official Form 309A (For Individuals or Joint Debtors)

#### **Notice of Chapter 7 Bankruptcy Case — No Proof of Claim Deadline** 12/15

For the debtors listed above, a case has been filed under chapter 7 of the Bankruptcy Code. An order for relief has been entered.

This notice has important information about the case for creditors, debtors, and trustees, including information about the meeting of creditors and deadlines. Read both pages carefully.

The filing of the case imposed an automatic stay against most collection activities. This means that creditors generally may not take action to collect debts from the debtors or the debtors' property. For example, while the stay is in effect, creditors cannot sue, garnish wages, assert a deficiency, repossess property, or otherwise try to collect from the debtors. Creditors cannot demand repayment from debtors by mail, phone, or otherwise. Creditors who violate the stay can be required to pay actual and punitive damages and attorney's fees. Under certain circumstances, the stay may be limited to 30 days or not exist at all, although debtors can ask the court to extend or impose a stay.

The debtors are seeking a discharge. Creditors who assert that the debtors are not entitled to a discharge of any debts or who want to have a particular debt excepted from discharge may be required to file a complaint in the bankruptcy clerk's office within the deadlines specified in this notice. (See line 9 for more information.)

To protect your rights, consult an attorney. All documents filed in the case may be inspected at the bankruptcy clerk's office at the address listed below or through PACER (Public Access to Court Electronic Records at [www.pacer.gov](http://www.pacer.gov)).



## Official Bankruptcy Forms Effective December 1, 2015

### Additional Impact of the December 2015 Official Forms on the Meeting of Creditor Notices

- The forms have been renumbered, renamed and reformatted.
- Some of the language has been revised

#### Meeting of Creditors Notices

NOTICES OF COMMENCEMENT	
309A	Notice of Chapter 7 Bankruptcy Case – No Proof of Claim Deadline ( <i>For Individuals or Joint Debtor</i> )
309C	Notice of Chapter 7 Bankruptcy Case – No Proof of Claim Deadline Set ( <i>For Corporation or Partnership</i> )
309E	Notice of Chapter 11 Bankruptcy Case ( <i>For Individuals or Joint Debtor</i> )
309F	Notice of Chapter 11 Bankruptcy Case ( <i>For Corporations or Partnership</i> )
309G	Notice of Chapter 12 Bankruptcy Case ( <i>For Individuals or Joint Debtors</i> )
309H	Notice of Chapter 12 Bankruptcy Case ( <i>For Corporations or Partnerships</i> )
309I	Notice of Chapter 13 Bankruptcy Case



## Official Bankruptcy Forms Effective December 1, 2015

### Additional Impact of December 2015 Official Forms on CM/ECF Docketing Events

#### New ECF Events for New or Revised Forms

OFFICIAL FORM #	ECF EVENT	CATEGORY IN CM/ECF
	In the event the voluntary petition must be refiled, the ECF filers must use the event <b>Refiled Petition Re: Forms Modernization 2015 (Pgs. 1-8)</b> . All eight pages must be refiled.	Other
<b>101A</b> <b>101B</b>	Initial Statement of Eviction Judgment Statement About Payment of an Eviction Judgment	Other
<b>104/204</b>	20 Largest Unsecured Creditor Form 104 or Form 204	Other
<b>106Sum</b> <b>206Sum</b>	Summary of Assets and Liabilities and Certain Stat Information Summary of Assets and Liabilities for Non-Individuals	Other
<b>106Dec</b>	Declaration About an Individual Debtor's Schedules	Other
<b>107</b> <b>207</b>	Statement of Financial Affairs for Individuals Statement of Financial Affairs for Non-Individuals	Other
<b>201A</b>	Attachment to Voluntary Petition for Non-Individuals Ch 11	Other
<b>202</b>	Declaration Under Penalty of Perjury for Non-Individual Debtors	Other
<b>423</b>	Certificate of Financial Management Course	Other



## Additional Considerations of the Impact of the December 2015 Official Forms on Local Rules

Changes affecting Local Rules to comply with new FRBP requirements:

- LBR 1007-1(b) - Schedules D, E, and F to be changed to Schedule D and Schedule E/F.
- LBR 1009-1(a) - Schedules D, E, or F to be changed to Schedule D or Schedule E/F.
- LBR 1073-2(b)(H) - Schedule A to be changed to Schedule A/B.

## Resources

Select the hyperlink to view the new forms and instructions:

- <http://www.uscourts.gov/file/18169/download> - Instructions for Individual Debtors (pdf)
- <http://www.uscourts.gov/file/18168/download> - Instructions for Non-Individual Debtors (pdf)
- <http://www.uscourts.gov/file/18167/download> - Forms Number Conversion Chart (pdf)
- <http://www.uscourts.gov/file/18166/download> - Official Bankruptcy Forms and Committee Notes (pdf)
- <http://www.uscourts.gov/file/18433/download> - Director's Form (pdf)
- <http://www.uscourts.gov/file/18171/download> - Instructions for Official Form 410 proof of Claim (pdf)
- <http://www.uscourts.gov/file/18173/download> - Instructions for Official Form 410A Mortgage Proof of Claim Attachment

Check Official Bankruptcy Forms Link for Updates:

<http://www.uscourts.gov/rules-policies/pending-rules-amendments/pending-changes-bankruptcy-forms>

You and your staff who assist with e-filing are encouraged to review the information given at the above links.



## Acknowledgements

Many thanks to the Administrative Office of the United States Courts, Department of Technology Services, for providing the Powerpoint, **Official 2015 Bankruptcy Forms in CM/ECF –Overview for Attorneys**. This Powerpoint was revised to accommodate the procedures of this Court, United States Bankruptcy Court, Eastern District of New York.

THE END

