



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

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

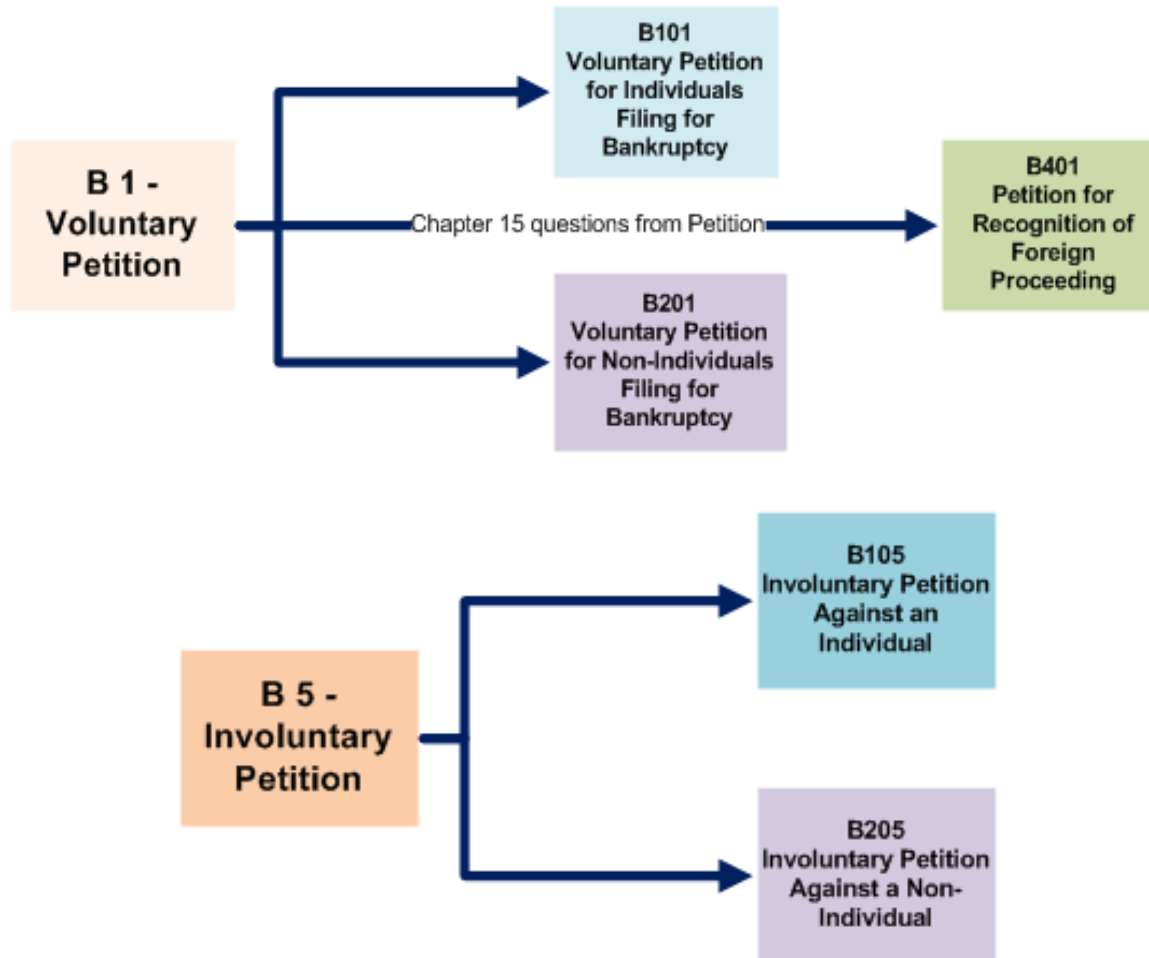
---

**December 1, 2015**

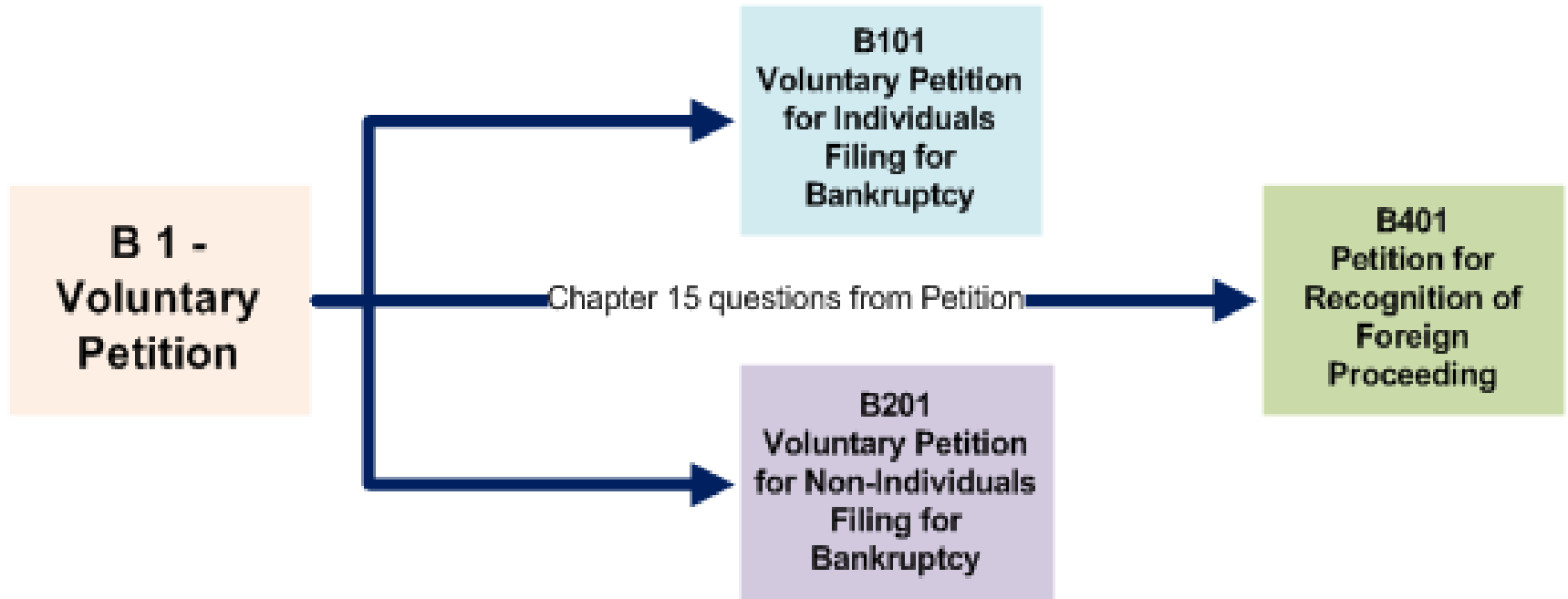
## Implementing 2015 Forms in CM/ECF

- New Official Bankruptcy Forms will become effective December 1, 2015.
- The case opening process for voluntary and involuntary bankruptcy cases remains the same.
- CM/ECF bankruptcy case opening screens will be modified to include some changes to the new 2015 forms (petition and schedules).

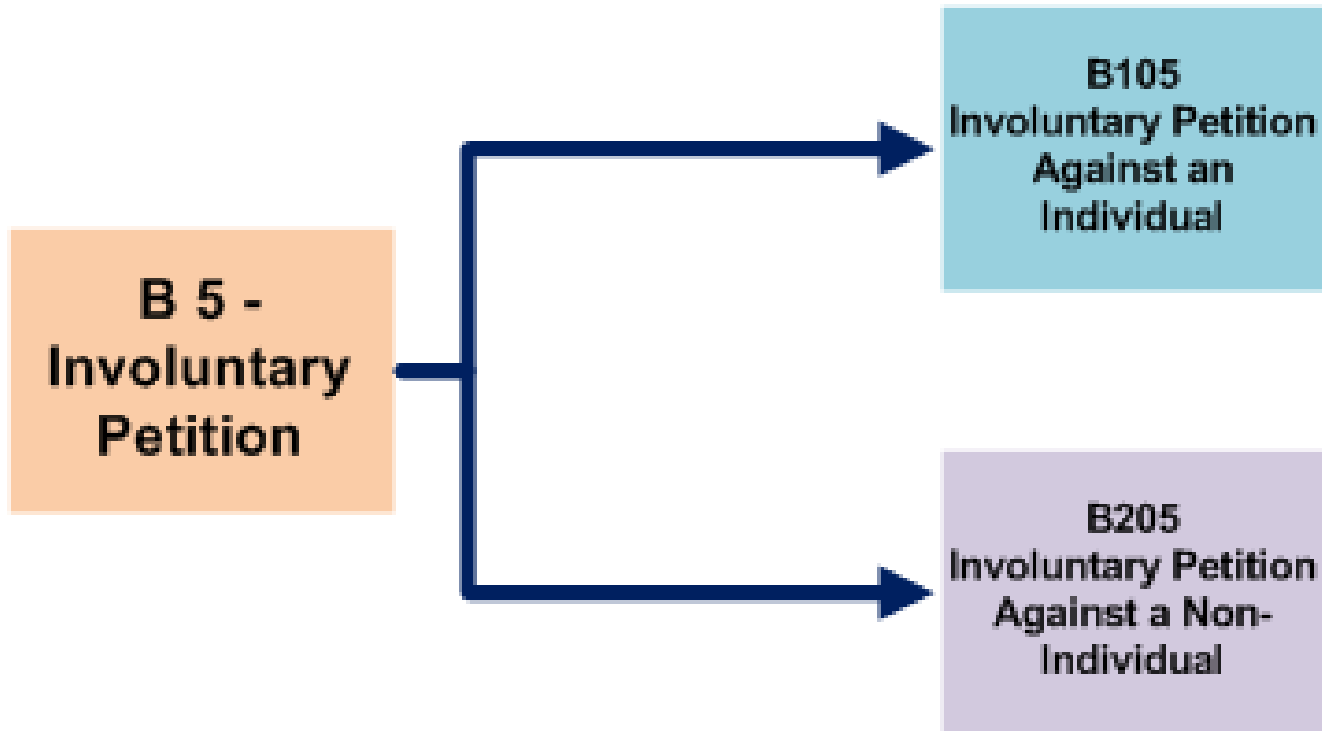
# Case Opening Forms



# Case Opening Forms



# Case Opening Forms



# Case Opening Forms

## Form B101 Voluntary Petition for Individual Debtors

- This form is now 8 pages
- Includes credit counseling information, Exhibit D now included as part of the petition.
- Includes chapter 7 and 11 individual business data
- Language and instructions are now simpler on all forms
- There are comprehensive instructions accompanying all the new forms.

# 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) ← Deactivated for cases filed after 11/30/2015
- K (\$1,000,000,001 - \$10 billion)
- L (\$10,000,000,001 - \$50 billion) ← New
- M (More than \$50 billion)

### Nature of Debt:

- Business
- Consumer
- Other New

### Type of debtor

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

### Nature of business

- Health Care Business
- Single Asset Real Estate
- Railroad ← Disabled for Individual debtors
- Stockbroker
- Commodity Broker
- Clearing Bank ← Disabled for Individual debtors
- None of the above

# 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 (highlighted)

Estimated number of creditors: [dropdown] New

Estimated assets: [dropdown]

Estimated liabilities: [dropdown]

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
- Tax-Exempt Entity

**Nature of Business**  
Railroad  
Clearing Bank  
Disabled for Individual debtors.

Disabled for Individual debtors

Next Clear

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)

L (\$10,000,000,001 - \$50 billion) ← New

M (More than \$50 billion)



# 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 (selected)

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

Estimated assets: [dropdown]

Estimated liabilities: [dropdown]

Small business: [dropdown]

- 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) ← 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
- Tax-Exempt Entity

Disabled for Individual debtors: Railroad, Clearing Bank, Tax-Exempt Entity

**Est Assets and Est Liabilities**  
Code J is deactivated >\$1 billion  
New codes K, L, M >\$1-50 billion

# Form 201 Voluntary Petition for Non-Individuals

**Open New Voluntary Bankruptcy Case**

Prior filing within 1 year

Fee schedule

Nature of business

Asset number

Estimated number of creditors

Estimated assets  **New Options**

Estimated liabilities

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**

**New Nature of Business codes:**  
**Investment Company**  
**Investment Advisor**

**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

**Other changed to  
None of the Above**

**New Nature of Business  
codes:  
Investment Company  
Investment Advisor**

Debtor is required to file periodic reports

# Form 201 Voluntary Petition for Non-Individuals

**Open New Voluntary Bankruptcy Case**

Prior filing within last 8 years

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

Estimate of assets  
Estimate of liabilities

Small business

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 Broker
- None of the above

**New NAICS business codes:**

**Special categories** **New**

- Tax-Exempt Entity
- Investment Company
- Investment Advisor

**NAICS code**

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

Next Clear

# Form B401 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 8:00 AM

Chapter 15

Joint Petition n

Deficiencies n

Origin Original

Main/Nonmain Foreign main proceeding

New option Foreign main proceeding, or in the alternative foreign nonmain proceeding

Next Clear

**Foreign Main Proceeding**  
**Foreign Nonmain Proceeding**  
**Foreign Main Proceeding, or in the alternative, foreign Nonmain Proceeding**

# Form B401 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

Next Clear

**Limited statistical data collected for Chapter 15.**

Only Fee Status and Type of Debtor will be captured from this Chapter 15 statistical case opening screen.

# Chapter 11 Case Opening

## 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

This field is not required, but an error message will display if checked for any chapter other than Chapter 11.

## New form numbers and form names for schedules

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

Current Form #	Current Name	New Form #	New Name
B6A	Schedule A - Real Property	B106A/B	Schedule A/B Property - Individual
B6B	Schedule B - Personal Property	B206A/B	Schedule A/B Property - Non-Individual
B6E	Schedule E - Creditors Holding Unsecured Priority Claims	B106E/F	Schedule E/F - Creditors Who Have Unsecured Claims - Individual
B6F	Schedule F - Creditors Holding Unsecured Nonpriority Claims	B206E/F	Schedule E/F - Creditors Who Have Unsecured Claims - Non-Individual

- Separate A/B Forms for **Individual** and **Non-Individual** debtors.
- Separate E/F Forms for **Individual** and **Non-Individual** debtors.

# Schedules and Summary of Schedules

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

## Individual

B106**A/B**

B106**D**

B106**E/F**

B106**G**

B106**H**

## Non-Individual

B206**A/B**

B206**D**

B206**E/F**

B206**G**

B206**H**



## Schedules and Summary of Schedules

- Although the forms are combined, there are still separate fields for:
  - Real estate/property (Formerly Schedule A)
  - Personal property (Formerly Schedule B)
  - Priority unsecured claims (Formerly Schedule E)
  - Non-priority unsecured claims (Formerly Schedule F)
- Users will be prompted to enter separate amounts for each field when docketing Schedule A/B and Schedule E/F.

# Schedules and Summary of Schedules

Schedules I and J only apply to individual debtors.

## Individual

B106I - Income

B106J – Expenses

The image shows two overlapping forms from the U.S. Bankruptcy Court. The top form is 'Official Form 106I Schedule I: Your Income' for 12/15. It includes instructions to be as complete and accurate as possible, and a 'Part 1: Describe Employment' section with a table for listing employment information for Debtor 1 and Debtor 2 or non-filing spouse. The bottom form is 'Official Form 106J Schedule J: Your Expenses' for 12/15. It includes instructions and a 'Part 1: Describe Your Household' section. This section contains a table for listing dependents with columns for 'Do you have dependents?', 'Dependent's relationship to Debtor 1 or Debtor 2', 'Dependent's age', and 'Does dependent live with you?'. Below the table, it asks 'Do your expenses include...'.

# Schedules and Summary of Schedules

- New Form: B106**J-2** Expenses for Separate Household of Debtor 2

<b>Part 1:</b>	<b>Describe Your Household</b>
1. Is this a joint case?	
<input type="checkbox"/> No. Go to line 2.	
<input type="checkbox"/> Yes. Does Debtor 2 live in a separate household?	
<input type="checkbox"/> No	
<input type="checkbox"/> Yes. Debtor 2 must file Official Forms 106J-2, <i>Expenses for Separate Household of Debtor 2</i> .	

- The total of Debtors 1 and 2 expenses will be included on line 22b of Schedule J

Copy the result to line 22b of Schedule J to calculate the total expenses for Debtor 1 and Debtor 2.

# Summary of Your Assets and Liabilities and Certain Statistical Information (Form B106Sum)

**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

# Meeting of Creditors Notices (Form B9A)

**Prior to Dec. 1, 2015**

		<b>Chapter 7 No Asset Case</b>	
<b>B9A (Official Form 9A)</b> (Chapter 7 Individual or Joint Debtor No Asset Case) (12/12)			
UNITED STATES BANKRUPTCY COURT _____		District of _____	
<b>Notice of Chapter 7 Bankruptcy Case, Meeting of Creditors, &amp; Deadlines</b>			
[A chapter 7 bankruptcy case concerning the debtor(s) listed below was filed on _____ (date).] or [A bankruptcy case concerning the debtor(s) listed below was originally filed under chapter _____ on _____ (date) and was converted to a case under chapter 7 on _____ (date).]			
You may be a creditor of the debtor. <b>This notice lists important deadlines.</b> You may want to consult an attorney to protect your rights. All documents filed in the case may be inspected at the bankruptcy clerk's office at the address listed below. NOTE: The staff of the bankruptcy clerk's office cannot give legal advice.			
<b>Creditors -- Do not file this notice in connection with any proof of claim you submit to the court. See Reverse Side for Important Explanations.</b>			
Debtor(s) (name(s) and address):		Case Number:	
		Last four digits of Social-Security or Individual Taxpayer-ID (ITIN) No(s)/Complete EIN:	
All other names used by the Debtor(s) in the last 8 years (include married, maiden, and trade names):		Bankruptcy Trustee (name and address):	
Attorney for Debtor(s) (name and address):			
Telephone number:		Telephone number:	
<b>Meeting of Creditors</b>			
Date:     /     /	Time:   (   ) A. M.	Location:	
	(   ) P. M.		

# Revised Meeting of Creditors Notices (Form 309A)

Dec. 1, 2015

Chapter 7 No Asset Case	
<b>Information to identify the case:</b>	
Debtor 1 _____ <small>First Name Middle Name Last Name</small>	Last 4 digits of Social Security number or ITIN _____ EIN _____ - _____
Debtor 2 _____ <small>(Spouse, if filing) First Name Middle Name Last Name</small>	Last 4 digits of Social Security number or ITIN _____ EIN _____ - _____
United States Bankruptcy Court for the: _____ District of _____ <small>(State)</small>	[Date case filed for chapter 7 _____ <small>MM / DD / YYYY OR</small> [Date case filed in chapter _____ <small>MM / DD / YYYY</small> Date case converted to chapter 7 _____ <small>MM / DD / YYYY</small>
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)).

## Additional Considerations of Impact of December 2015 Official Forms on Bankruptcy Filings

Your court will advise you regarding changes affecting:

- Local rules to comply with new FRBP requirements
- Court filing procedures
- Contacting petition preparer software vendors prior to December 1
- New and modified docketing events
- New and modified noticing forms

## **Resources**

### **Pending changes for 2015 Bankruptcy Forms on US Courts Web Site**

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