

UNITED STATES BANKRUPTCY COURT - DISTRICT OF NEW JERSEY

Required Lists, Schedules, Statements and Fees

Voluntary Chapter 7 Case

- Filing Fee of \$200.00**
If the fee is to be paid in installments, the debtor must be an individual and must submit a signed application for court approval. Official form 2 and Rule 1006 (b), Fed. R. Bank. P.
- Voluntary Petition (Official Form 1)**
Names and addresses of all creditors of the debtor must be submitted WITH the petition. Fed. R. Bank. P. 1007 (b) and (c).
- Schedules of Assets and Liabilities (Official Form 6)**
Must be submitted with the petition or within 15 days. Fed. R. Bank. P. 1007 (b) and (c).
- Schedule of Executory Contracts and Unexpired Leases. (Schedule G of Official Form 6)**
Must be submitted with the petition or within 15 days. Fed. R. Bank. P. 1007 (b) and (c).
- Schedule of Current Income and Expenditures**
All debtors must file these schedules. If the debtor is an individual, Schedule I and J of Official Form 6 must be used for this purpose. Must be submitted with the petition or within 15 days. 11 U.S.C. §521 (1) and Fed. R. Bank. P. 1007 (b) and (c).
- Statement of Financial Affairs (Official Form 7)**
Must be submitted with the petition or within 15 days. Fed. R. Bank. P. 1007 (b) and (c).
- Statement of Intention regarding secured property (Official Form 8)**
Required ONLY if the debtor is an individual and the schedule of assets and liabilities contains consumer debts secured by property of the estate. Must be submitted within 30 days of filing of the petition or by the date set for the Section 341 meeting of creditors, whichever is earlier. 11 U.S.C. § 521(2).
- Statement disclosing compensation paid or to be paid to the attorney for the debtor**
Must be submitted within 15 days of the filing of the petition, or any other date set by the court. 11 U.S.C. § 329 and Fed. R. Bank. P. 2016(b).
- Statement disclosing compensation paid or to be paid to a “bankruptcy petition preparer” as defined in 11 U.S.C. §110.**
Must be submitted within 10 days.

Voluntary Chapter 11 Case

- Filing fee of \$830.00**
If the fee is to be paid in installments, the debtor must be an individual and must submit a signed application for court approval. Official form 2 and Rule 1006 (b), Fed. R. Bank. P.
- Voluntary Petition (Official Form 1)**
Names and addresses of all creditors of the debtor must be submitted WITH the petition. Fed. R. Bank. P. 1007 (b) and (c).
- List of creditors holding the 20 largest unsecured claims (Official Form 4)**
Must be submitted with the petition. Fed. R. Bank. P. 1007 (d).
- Names and addresses of equity security holders of the debtor.**
Must be submitted with the petition or within 15 days, unless the court orders otherwise. Fed. R. Bank. P. 1007 (a)(3).
- Schedules of Assets and Liabilities (Official Form 6)**
Must be submitted with the petition or within 15 days. Fed. R. Bank. P. 1007 (b) and (c).
- Schedule of Executory Contracts and Unexpired Leases. (Schedule G of Official Form 6)**
Must be submitted with the petition or within 15 days. Fed. R. Bank. P. 1007 (b) and (c).
- Schedule of Current Income and Expenditures**
All debtors must file these schedules. If the debtor is an individual, Schedule I and J of Official Form 6 must be used for this purpose. Must be submitted with the petition or within 15 days. 11 U.S.C. §521 (1) and Fed. R. Bank. P. 1007 (b) and (c).

Voluntary Chapter 11 Case, (CONTINUED)

- Statement of Financial Affairs (Official Form 7)**
Must be submitted with the petition or within 15 days. Fed. R. Bank. P. 1007 (b) and (c).
- Statement disclosing compensation paid or to be paid to the attorney for the debtor**
Must be submitted within 15 days of the filing of the petition, or any other date set by the court. 11 U.S.C. § 329 and Fed. R. Bank. P. 2016(b).
- Statement disclosing compensation paid or to be paid to a “bankruptcy petition preparer” as defined in 11 U.S.C. §110.**
Must be submitted within 10 days.

Notice: Under U.S.C. § 1930 (a) the debtor or trustee if one is appointed, is also required to pay a fee to the U.S. Trustee at the conclusion of each calendar quarter until the case is dismissed or converted to another chapter. The amount to be paid is:

\$250 if disbursements total less than \$15,000	\$3,750 if disbursements total between \$300,000 and \$1,000,000
\$500 if disbursements total between \$15,000 and \$75,000	\$5,000 if disbursements total between \$1,000,000 and \$2,000,000
\$750 if disbursements total between \$75,000 and \$150,000	\$7,500 if disbursements total between \$2,000,000 and \$3,000,000
\$1,250 if disbursements total between \$150,000 and \$225,000	\$8,000 if disbursements total between \$3,000,000 and \$5,000,000
\$1,500 if disbursements total between \$225,000 and \$300,000	\$10,000 if disbursements total more than \$5,000,000

Chapter 13 Case

- Filing fee of \$185.00**
If the fee is to be paid in installments, the debtor must be an individual and must submit a signed application for court approval. Official form 2 and Rule 1006 (b), Fed. R. Bank. P.
- Voluntary Petition (Official Form 1)**
Names and addresses of all creditors of the debtor must be submitted WITH the petition. Fed. R. Bank. P. 1007 (b) and (c).
- Schedules of Assets and Liabilities (Official Form 6)**
Must be submitted with the petition or within 15 days. Fed. R. Bank. P. 1007 (b) and (c).
- Schedule of Executory Contracts and Unexpired Leases. (Schedule G of Official Form 6)**
Must be submitted with the petition or within 15 days. Fed. R. Bank. P. 1007 (b) and (c).
- Schedule of Current Income and Expenditures**
All debtors must file these schedules. If the debtor is an individual, Schedule I and J of Official Form 6 must be used for this purpose. Must be submitted with the petition or within 15 days. 11 U.S.C. §521 (1) and Fed. R. Bank. P. 1007 (b) and (c).
- Statement of Financial Affairs (Official Form 7)**
Must be submitted with the petition or within 15 days. Fed. R. Bank. P. 1007 (b) and (c).
- Chapter 13 Plan**
Must be submitted with the petition or within 15 days. Fed. R. Bank. P. 3015
- Summary of Chapter 13 Plan (Local Form 8)**
Must be submitted with the Plan. D.N.J. LB.R. 3015-2.
- Statement disclosing compensation paid or to be paid to the attorney for the debtor**
Must be submitted within 15 days of the filing of the petition, or any other date set by the court. 11 U.S.C. § 329 and Fed. R. Bank. P. 2016(b).
- Statement disclosing compensation paid or to be paid to a “bankruptcy petition preparer” as defined in 11 U.S.C. §110.**
Must be submitted within 10 days.

Involuntary Chapter 7 or 11 Petition

- Filing Fee of \$200.00 for a chapter 7 case or \$830 for a chapter 11 case.**
Filing fee may not be paid in installments. Fed. R. Bank. P. 1006 (b).
- Involuntary Petition (Official Form 5)**
11 U.S.C. § 303.