



**United States Bankruptcy Court
Eastern District of
Pennsylvania**

Magdeline Coleman, Chief Judge
Timothy B. McGrath, Clerk of Court

Requirements For Filing A Bankruptcy Petition

Voluntary Petition

| | Chapters | | | | | | |
|---|-----------------|---|-----------------|-----------------------------|-----------------|-----------------|----|
| | 7 | 9 | 11 | 11 <i>Small Business</i> | 12 | 13 | 15 |
| Petition [signed by all debtors and counsel for debtor(s)] | X | | X | X | X | X | |
| Schedules A/B through J | X | | X | X | X | X | |
| Your Assets and Liabilities and Certain Statistical Information <i>(individual only)</i> | X | | X | X | X | X | |
| Certificate of Credit Counseling | X <i>(i/o*)</i> | | X <i>(i/o*)</i> | X <i>(i/o*)</i> | X <i>(i/o*)</i> | X <i>(i/o*)</i> | |
| Statement of Financial Affairs | X | | X | X | X | X | |
| Matrix | X | | X | X | X | X | |
| Debtor's Statement of Intention <i>(individual only)</i> | X | | | | | | |
| List of Twenty (20) Largest Unsecured Creditors | | | X | X | | | |
| List of Equity Security Holders | | | X | X | | | |
| Corporate Resolution <i>(when applicable)</i> | X | X | X | X | X | X | X |
| Plan | | | | | X | X | |
| Pro Se Debtor's Statement (Local Form 2016-4) | X | | X | | X | X | |
| Statement of Corporation Ownership <i>(when applicable)</i> | X | X | X | X | X | X | X |
| Disclosure of Compensation (Form B 2030) | X | | X | X | X | X | |
| Small Business Tax Return | | | | X | | | |
| Small Business Statement of Operations | | | | X | | | |
| Small Business Balance Sheet | | | | X | | | |
| Small Business Case Flow Statement | | | | X | | | |
| Statement of Current Monthly Income | X <i>(i/o*)</i> | | X <i>(i/o*)</i> | | | X <i>(i/o*)</i> | |
| Statement About Your Social Security Numbers (Form B 121) | X <i>(i/o*)</i> | | X <i>(i/o*)</i> | | X <i>(i/o*)</i> | X <i>(i/o*)</i> | |

COST

| | | | | | | |
|----------------------|-----------------------|-----------------------|-----------------------|----------------------|----------------------|-----------------------|
| \$335 ^[1] | \$1717 ^[2] | \$1717 ^[2] | \$1717 ^[2] | \$275 ^[3] | \$310 ^[4] | \$1717 ^[2] |
|----------------------|-----------------------|-----------------------|-----------------------|----------------------|----------------------|-----------------------|

INVOLUNTARY PETITION**CHAPTERS**

Petition

7

11

--(signed by petitioning attorney)

X

X

--(signed by petitioning creditors, if Pro Se)

List of Creditors

X

X

COST**\$335****\$1717****Notes:**

(1) Filing fees are to be paid as follows: cash, money order, check of attorney, certified check or attorney credit card . Checks and money orders are to be made payable to "Clerk, U.S. Bankruptcy Court"

(2) Installment filing fees must be accompanied by an Application and Order ([Form B 103A \(rev 12/15\)](#)) and filed with Petition

(i/o*) Individual Only

Please view the [Bankruptcy Court Miscellaneous Fee Schedule](#) for all apply fee amounts

^[1]Chapter 7 Filing fee of \$335; miscellaneous administrative fee of \$75; Trustee's Surcharge of \$15

^[2]Chapter 9,11,&15 Filing fee of \$1717; Miscellaneous administrative fee of \$550

^[3]Chapter 12 Filing fee of \$275; Miscellaneous administrative fee of \$75

^[4]Chapter 13 Filing fee of \$310; Miscellaneous administrative fee of \$75