

UNITED STATES BANKRUPTCY COURT
DISTRICT OF UTAH

MEMORANDUM

TO: Bankruptcy Practitioners
Pro Se Debtors

FROM: United State Bankruptcy Court Clerk

SUBJECT: Chapter 12 Checklist

Minimum Requirements at Time of Filing

G check/cash/money order for \$239.00 (The Court cannot accept a debtor's check.)

Original only of the following:

- G mailing matrix
creditor listing in alphabetical order with correct addresses,
not to exceed 4 lines in Courier 10, Prestige Elite or Letter Gothic
font, per Local Rule 5005-1. Note: email matrix: Instructions on website at www.utb.uscourts.gov
- G Petition, signed by debtor(s) and/or attorney original and one copy
- G Declaration of Attorney
- G List of Equity Security Holders, if applicable original and one copy
- G Statement of Social Security Number (Official Form 21)

Complete Filing Requirements original and one copy
(within 15 days after filing the Petition)

- G Statement of Affairs
- G Statement of Attorney
- G Summary of Schedules
- G Schedules A, B, C, D, E, F, G, H, I, J

See Local Rule 5005-1 & 5005-3 for Filing Papers-Requirements

