

UNITED STATES BANKRUPTCY COURT
DISTRICT OF UTAH

Memorandum

October 22, 2001

TO: Bankruptcy Petitioners
& Pro Se Debtors

FROM: United States Bankruptcy Clerk's Office

SUBJECT: Filing Amended Schedules With Amended Matrixes

Many petitioners are filing separate amended schedules adding creditors and amended matrixes and are paying a \$26.00 fee for each of these. This memo is to review the proper procedure for filing these schedules and matrixes to alleviate paying the filing fee twice.

When filing amended schedules, please circle or underline the added creditor(s). You can then attach the pink amended matrix cover sheet to the amended schedules and pay one \$20.00 fee. Remember, if there are eight or less creditors, the names and addresses of the added creditors can be placed on the cover sheet. If there are more than eight creditors, attach a list of creditors in a scannable format (i.e. one column down the center of a page).

If the schedules and matrixes are filed separately, there will be a \$26.00 fee for each.

Amended 11/1/2003 - Updated Fee amount