Bankruptcy Local Rule 1009-1

AMENDMENTS OF PETITIONS, LISTS, SCHEDULES
AND STATEMENT OF FINANCIAL AFFAIRS

(a) Any amendment of the petition, list, schedule or statement of financial affairs shall bear, on its face, the debtor's name and case number, and the notation "amended," or the appropriate box is checked indicating it is an amended document. The amended document shall be accompanied by a cover sheet that shall identify the schedule or document being amended and include a detailed explanation of the change(s) or addition(s) in the attached amended document. The amended document shall replace the previously-filed document. Accordingly, the amended petition, list, schedule or statement shall include not only the affected portion, but shall also included all unaffected portions of the schedule or document being amended.

(b) Where the amendment adds additional creditors, the debtor shall:

(1) Send to the creditor(s) so added a copy of the filed “Notice of Commencement of Case under the Bankruptcy Code, Meeting of Creditors, and Deadlines” and a copy of any “Notice of Need to File Proof of Claim due to Recovery of Assets” and plan if applicable;

(2) File a certificate of service with the clerk;

(3) Complete the appropriate ECF event, or if a pro se debtor, submit a written request to the clerk to add the creditor(s) to the Master Mailing List, and

(4) Submit the applicable filing fee.

The clerk need not verify or confirm that the additional creditor(s) receive notice.

RELATED AUTHORITY

Fed. R. Bankr. P. 1007, 1008, 1009, 2002(g)
Official Forms 309A-309I; Procedural Form 2040

Advisory Committee Notes:

This rule continues current practice in those situations where the debtor or debtor's counsel causes notice of the amendment to be served.

Note that Fed. R. Bankr. P. 1008 requires all amendments to petitions, schedules and statements to be verified or contain an unsworn declaration of the debtor(s). In addition, this Court’s ECF Procedures require a scanned pdf version of the original signature pages of such amendments to be electronically submitted to the Clerk at the time of filing.