

UNITED STATES BANKRUPTCY COURT
FOR THE DISTRICT OF COLUMBIA
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Filing Requirements for Chapter 7

- **Fee** - \$209.00 – Fee must be in the exact amount; Cash or money order only from pro-se filers
(**Note:** The Filing Fee may be paid in installments by *Individual* Debtors, using the form prescribed by the Court and accompanied by the proper initial payment.)
- **Copies** – The Court only requires the original documents. (Additional copies may be presented to the Court to be stamped “filed” and returned to the filer.)
- **Documents for Chapter 7 Filings:**
- Voluntary Petition (Official Form 1: including exhibit B for Individual Debtors)
- Statement of Social Security Number(s) (Official Form B21)
- Corporate Resolution (only if a corporation)
- Notice to Individual Consumer Debtor (individuals only)
- Schedules A-J and Summary (Note: If a schedule is not applicable, please state so on the relevant schedule; Schedules A-J should be filed with all cases.)
- Statement of Financial Affairs
- Individual Debtor’s Statement of Intention
- Disclosure Statement of Attorney’s fees or Certification of Non-Attorney/Bankruptcy Petition Preparer
- Creditor Matrix and Coversheet (format specified by and available from the Clerk’s office)

Filing Requirements for Chapter 13

- **Fee** - \$194.00 – Fee must be in the exact amount; Cash or money order only from pro-se filers
(**Note:** The Filing Fee may be paid in installments by *Individual* Debtors, using the form prescribed by the Court and accompanied by the proper initial payment.)
- **Copies** – The Court only requires the original documents.
- **Documents for Chapter 13 Filings:**
- Voluntary Petition (Official Form 1)
- Statement of Social Security Number(s) (Official Form B21)
- Notice to Individual Consumer (individuals only)
- Schedules A-J and Summary (Note: If a schedule is not applicable, please state so on the relevant schedule; Schedules A-J should be filed with all cases.)
- Statement of Financial Affairs
- Chapter 13 Plan (format available from the Clerk’s office)
- Disclosure Statement of Attorney’s fees or Certification of Non-Attorney/Bankruptcy Petition Preparer
- Creditor Matrix and Coversheet (format specified by and available from the Clerk’s office)

Filing Requirements for Chapter 11

- **Fee** - \$839.00 – Fee must be in the exact amount. Cash or money order only from pro-se filers.
(**Note:** The Filing Fee may be paid in installments by *Individual* Debtors, using the form prescribed by the Court and accompanied by the proper initial payment.)
- **Copies** – The Court only requires the original documents.
- **Documents for Chapter 11 Filings:**
- Voluntary Petition (Official Form 1; also, include exhibit A if a corporation)
- Statement of Social Security Number(s) (Official Form B21)
- Corporate Resolution (only if a corporation)
- Chapter 11 List of Equity Security Holders
- Chapter 11 List of Creditors Holding 20 Largest Unsecured Claims
- Notice to Individual Consumer Debtor (individuals only)
- Schedules A-J and Summary (Note: If a schedule is not applicable, please state so on the relevant schedule; Schedules A-J should be filed with all cases.)
- Statement of Financial Affairs
- Disclosure Statement of Attorney’s fees or Certification of Non-Attorney/Bankruptcy Petition Preparer
- Creditor Matrix and Coversheet (format specified by and available from the Clerk’s office)