

Electronic Self-Representation (eSR) Bankruptcy Petition Checklist Chapter 13



BEFORE YOU BEGIN THE ELECTRONIC BANKRUPTCY PETITION

THE FOLLOWING INFORMATION may be required to complete your electronic bankruptcy petition. If you are married and filing jointly, this information is required for each spouse. eSR is for debtors with primarily consumer debts. Debtors with business-related debts may not use eSR. eSR is not designed for corporate bankruptcy cases.

- ☐ **Social Security Number** or Individual Taxpayer Identification Number (ITIN).
- ☐ **\$313.00 filing fee** for chapter 13 Bankruptcy petition, or a completed **Application for Individuals to Pay the Filing Fee in Installments**.
- ☐ **Certificate of Credit Counseling** from a **court approved credit counseling agency**.
- ☐ **Names and addresses of all of your** creditors (obtain a free annual credit report at www.annualcreditreport.com). You can use the court's **Debtor Drop Box** to create a mailing list of your creditors.
- ☐ **A list of everything you own** (or have an ownership interest in) including real property, personal property, and community property. Determine the location and current market value of each item.
- ☐ **Names and addresses of all of your** co-debtors or co-signers (any person or entity other than a spouse in a joint case that is also liable for any of your debt.)
- ☐ **Proof of all income** for the past six (6) months.
- ☐ **401k plan, Individual Retirement Account, and pension plan statements** for the past twelve (12) months.
- ☐ **Bank Statements** for the past six (6) months, including statements for accounts closed within last year.
- ☐ List of your **current monthly expenses**.
- ☐ **Copies of most recent bills** or statements for all debts owed. These may include:
 - Credit card statements
 - Collection notices
 - Judgments/liens
 - Homeowner association past due notices
 - Child/spousal domestic support obligations
 - Tax bills (federal, state, local government, penalties)
 - Auto loan/lease statements
 - Home loan statements
 - Parking tickets/moving violations
 - Medical bills
 - Student loan statements
 - Furniture loan agreements
 - Community property debt
 - Landlord/rental contracts
- ☐ Information on any **lawsuits** pending against you or possible lawsuits which you have filed or may file.
- ☐ Past two (2) years **tax returns**.
- ☐ **Prior bankruptcy case numbers** and date(s) of filing.