

## Filing the Plan

If the Debtor files a Chapter 13 Plan with the original voluntary petition, the Court will mail it via first class mail to all creditors listed on the Debtor's creditor's address matrix, together with the Notice of Chapter 13 Bankruptcy Case, Meeting of Creditors, & Deadlines, and Notice of Hearing on Confirmation of Chapter 13 Plan (Notice to Creditors). The Debtor is responsible for complying with any additional service requirements under Bankruptcy Rules 9014 and 7004, and 11 U.S.C. § 324, and should file an appropriate certificate of service with the Court (as applicable). The Debtor must also file a certificate of service evidencing compliance with T.L.B.R. 3015-1(b)(4) if any additional creditors are added subsequent to the filing of the case and service of the Plan.

If the Debtor **does not** file a Chapter 13 Plan with the petition, **it is the Debtor's responsibility to mail the Plan** (*due to be filed within fifteen days of the petition*), together with a copy of the Court's Notice to Creditors, to all creditors and interested parties providing the date and time of the meeting of creditors, the date and time of the confirmation hearing, and the deadline (including the specific date) to object to confirmation. The Debtor must file a Certificate of Mailing verifying the mailing within three (3) days or confirmation of the Plan may be denied.