

CHAPTER 13 CONFIRMATION PREPARATION SHEET

(Not to be filed with clerk or send to the Trustee.)

N/A Done

- All motions to value are filed and noticed for hearing on the first confirmation hearing date **(at least 20 days notice)**
- All claims have been reviewed, the plan conforms or objections have been filed (Use LF 70 - shorten notice form which requires 14 days notice. Do not use the negative notice for cases with pending confirmation hearings)
- If the debtor decided to file an amended or “Lanning - Pro Forma” CMI form, the debtor has provided concurrently with the amended form evidence that is self-explanatory with the mathematical calculation of ALL non-IRS standard expenses (those not derived directly from the US Trustee's web site) with a short explanation of why it is reasonable and necessary. Each item is clearly identified as to which line on the CMI form it refers. Additional information is available on the Trustee’s web cite. **(Mailed to be received at least 15 days prior to confirmation hearing)**
- If the Trustee requested any additional documents from the meeting of creditors or prior confirmation hearing, the documents are attached to a Submission Sheet and clearly labeled as to which issue is addressed with each document. **(Mailed to be received at least 15 days prior to confirmation hearing)**
- If the attorney is charging more than Safe Harbor attorney fees, a fee application is filed with detailed time records.
- If the debtor is seeking a mortgage modification, the motion for referral has been filed and set for hearing and all documents have been provided through the portal (or by mail if debtor is pro se) OR if the motion has been granted, a review of the docket and correspondence reflects that the debtor is not required to perform any additional action or provide any additional documents.
- The debtor is current in payments to the Chapter 13 Trustee or has been contacted that payment is due.
- On the Thursday after 5 pm prior to the confirmation hearing, the attorney has reviewed the calendar on the Trustee’s web cite and prepared for pre-hearing discussions with the Trustee, including contacting the debtor.
- IF THE DEBTOR OBJECTS TO THE TRUSTEE’S POSTED RECOMMENDATION FOR CONFIRMATION, MOTIONS TO MODIFY OR MOTIONS TO DISMISS, on the day prior to the hearing between 9:00 am and 2:00 pm, the debtor’s attorney or debtor has called the Trustee’s office to seek a resolution of matter pending.