

SUBMIT FORM B21

3.3

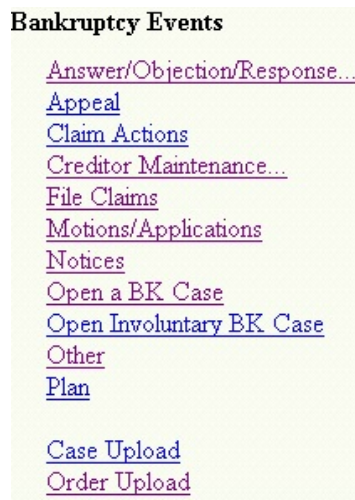
This process shows the steps and screens required for you to file Bankruptcy Form B21 for an individual debtor or a business debtor.

- Do not submit the B21 Form along with the Voluntary petition. The B21 Form must be filed separately.
- Use this event to file an Amended B21 Form also. See Step 7.

Step 1 - Click on the Bankruptcy option on the blue CM/ECF Main Menu Bar.

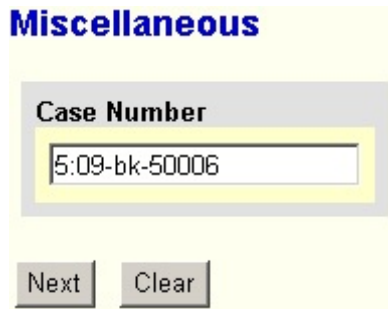


Step 2 - The BANKRUPTCY EVENTS screen displays.



Click on **Other** hyperlink.

Step 3 - The CASE NUMBER screen displays.

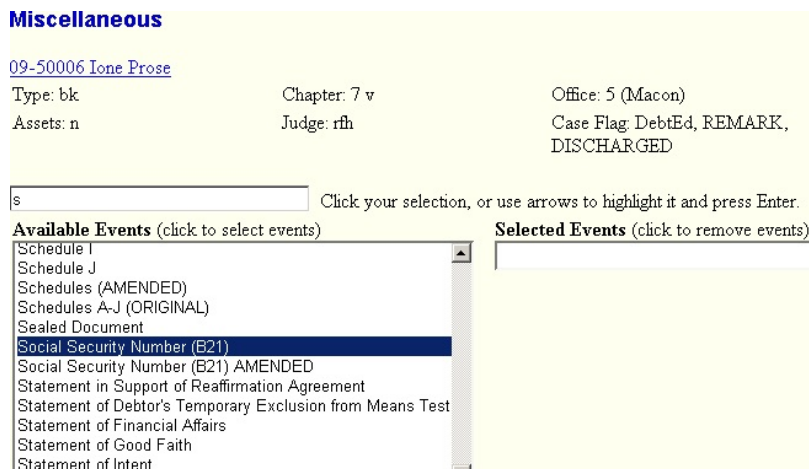


The screenshot shows a web interface titled "Miscellaneous" in blue. Below the title is a grey box labeled "Case Number" containing a text input field with the value "5:09-bk-50006". At the bottom of the grey box are two buttons: "Next" and "Clear".

Enter the case number or verify the default case number is correct.

Click the [Next] button.

Step 4 - The EVENTS screen displays.



The screenshot shows a web interface titled "Miscellaneous" in blue. Below the title is a link "09-50006 Ione Prose". Below the link are three columns of text: "Type: bk", "Chapter: 7 v", "Office: 5 (Macon)", "Assets: n", "Judge: rfh", and "Case Flag: DebtEd, REMARK, DISCHARGED". Below this is a text input field with the value "s" and a prompt "Click your selection, or use arrows to highlight it and press Enter." Below the input field are two sections: "Available Events (click to select events)" and "Selected Events (click to remove events)". The "Available Events" section contains a list of events: "Schedule I", "Schedule J", "Schedules (AMENDED)", "Schedules A-J (ORIGINAL)", "Sealed Document", "Social Security Number (B21)", "Social Security Number (B21) AMENDED", "Statement in Support of Reaffirmation Agreement", "Statement of Debtor's Temporary Exclusion from Means Test", "Statement of Financial Affairs", "Statement of Good Faith", and "Statement of Intent". The "Selected Events" section is empty.

Select the desired event. Be sure to choose "Social Security Number (B21)" for individual debtors. By choosing this event for individual debtors, the image associated with the event will not be accessible to public view.

Choose "Tax Identification Number (B21)" from the drop down list for business debtor(s). The image associated with the event Tax Identification Number (B21) will be accessible to public view.

Click the [Next] button.

Step 5 - The SELECT PARTY screen displays.

Miscellaneous:

[09-50006 Ione Prose](#)

Type: bk	Chapter: 7 v	Office: 5 (Macon)
Assets: n	Judge: rfh	Case Flag: DebtEd, REMARK, DISCHARGED

Select the Party:

Prose, Ione [Debtor]
Tee, Truss [Trustee]
U.S. Trustee - MAC, [U.S. Trustee]

[Add/Create New Party](#)

Select the party that the filing attorney is representing from the list.

Click the [Next] button.

Step 6 - The SELECT PDF screen displays.

Miscellaneous:

[09-50006 Ione Prose](#)

Type: bk	Chapter: 7 v	Office: 5 (Macon)
Assets: n	Judge: rfh	Case Flag: DebtEd, REMARK, DISCHARGED

Select the **pdf** document (for example: C:\199cv501-21.pdf).

Filename

Attachments to Document: ☒ No ☐ Yes

Select the .pdf file to associate with this event.

Click the [Next] button.

Step 7 - The MODIFICATION/VERIFICATION screen displays.

Miscellaneous:

09-50006 Ione Prose

Type: bk

Chapter: 7 v

Office: 5 (Macon)

Assets: n

Judge: rfh

Case Flag: DebtEd, REMARK,
DISCHARGED

Docket Text: Modify as Appropriate.

Social Security Number (B21) filed by Debtor Ione Prose
(Attorney, Ann)

Next

Clear

NOTE: If you are amending the B21 form, type Amended in the text box.

Click the [Next] button.

Step 8 - The FINAL DOCKET screen displays.

Miscellaneous:

09-50006 Ione Prose

Type: bk

Chapter: 7 v

Office: 5 (Macon)

Assets: n

Judge: rfh

Case Flag: DebtEd, REMARK,
DISCHARGED

Docket Text: Final Text

Social Security Number (B21) filed by Debtor Ione Prose (Attorney, Ann)

Attention!! Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.

Next

Clear

This will be the last opportunity to modify this submission. If necessary, click the [Back] button to modify the submission.

Click the [Next] button.

Step 9 - The NOTICE OF ELECTRONIC FILING screen displays.

U.S. Bankruptcy Court

Middle District of Georgia

Notice of Electronic Filing

The following transaction was received from Ann Attorney entered on 4/8/2009 at 10:00 AM EDT and filed on 4/8/2009

Case Name: Ione Prose

Case Number: [09-50006](#)

Document Number: [9](#)

Docket Text:

Social Security Number (B21) filed by Debtor Ione Prose (Attorney, Ann)

The following document(s) are associated with this transaction:

Document description:Main Document

Original filename:\\PDPFs\Claims\08-12260_Proof of Claim_4_3_2009_2_20_43_PM.pdf

Electronic document Stamp:

[STAMP bkecfStamp_ID=970768733 [Date=4/8/2009] [FileNumber=30680-0] [4
66c6ad43d3f9ff3f09fe2c5f53736412808a4298b9917966c79577ee4fde3eeh2ba1