

## Explanation of January 23, 2004 Local Rules Changes

**The Interim Local Rules for the Bankruptcy Court in the Western District of Pennsylvania have been revised effective January 23, 2004. Local Rules 1009-1 and 3002-1 have been amended and are reprinted below. Additional language added to these two rules is in bold text and text deletions are lined through.**

### Rule 1009-1 AMENDMENTS

A. No petition may be amended to add an additional debtor after the order for relief has been entered.

B. The trustee or any creditor may file objections to an amendment of the schedules or statement of financial affairs within thirty (30) days after the conclusion of the meeting of creditors or the filing of that amendment, whichever is later, unless further time is granted by the Court.

C. Each debt newly listed by an amendment to the schedules of liabilities shall also state when such debt was incurred.

D. All amendments shall include:

1. a caption indicating that the document is an "Amendment to (SPECIFY)";
2. a clear description of the material added or deleted;
3. a certificate of service by the debtor or debtor's attorney that notice has been given as required by the Federal Rules of Bankruptcy Procedure and these Local Rules;
4. a supplemental Mailing Matrix in a form that complies with these Local Rules and Court Procedures Manual and that includes the names and addresses of the creditors added or whose names and/or addresses have been changed by the amendment;
5. the payment of any fees required by 28 U.S.C. §1930; and
6. a completed amendment cover sheet substantially conforming to Local Form No. 5.

**E. All creditors and other parties in interest shall be served with a copy of the amendment that includes the debtors full social security number when the debtor files an amendment modifying the social security number. The amendment filed with the court shall have the first five numbers of the social security number redacted. The certificate of service filed with the amendment shall list the parties served and aver that the recipients received a copy of the amendment that included the full social security number. The caption of Official Bankruptcy Form No. 21, Statement of Social Security Number, shall be modified to include the word "amendment" at the end of the caption, and the completed form shall be submitted on paper, not filed, with the Clerk.**

E. F. The debtor shall immediately give notice to each creditor added by an amendment to the schedules and file a certificate of service. **The notice shall include a copy of the amendment filed with the court and a copy of the original § 341 Meeting Notice that lists the full social security number of debtor.**

## **Rule 3002-1 FILING CLAIMS**

A. Notice by Debtor: When a debtor has filed an amendment to schedules that adds one or more creditors, the debtor ~~shall immediately give notice to the creditors who are added and file a certificate of service.~~ **shall comply with Local Rule 1009-1.**

B. Filing of Proof of Claim by Added Creditor(s) When the Bar Date Has Expired or Will Expire Within 30 days: If when the amendment is filed the claims bar date has expired or will expire within thirty (30) days, the affected creditor(s) shall file a proof of claim within thirty (30) days of the date notice of the amendment is sent.

C. Official Form: The proof of claim shall conform substantially to the Official Form.

**D. A wage claimant who files a proof of claim listing the redacted social security number shall provide the full social security number to the trustee upon the trustee's written request. The trustee shall inform the wage claimant that the full social security number should not be filed with the Court.**