

NOTICE OF PROCEDURAL CHANGE:

**AMENDMENTS ADDING/DELETING CREDITORS ON
SCHEDULES D, E AND F, OR THE MATRIX**

- Effective immediately: A Motion to Amend is no longer necessary when adding/deleting creditors to schedules D, E, and F or the matrix.
- Amendments to the above may be made by filing an amended schedule, and matrix on disk listing ONLY the affected creditors.
- The appropriate filing fee must accompany the amended schedule.
- The movant is required to mail the section 341 notice (and proof of claim form, when applicable) to the added creditor.
- This procedure applies to open cases ONLY.
- A Motion to Amend with the filing fee will be required in closed cases.