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**RULE 1007-1 LISTS, SCHEDULES AND STATEMENTS; TIME LIMITS;
ORDER TO FILE MISSING DOCUMENTS AND NOTICE OF
AUTOMATIC DISMISSAL FOR NON-COMPLIANCE; NOTICE
IN CHAPTER 11 [Modified]**

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(b) Filings Subject to Seven (7) Day Filing Deadline: The following, as applicable to the case and chapter, are required to be filed within seven (7) days of the bankruptcy filing or any authorized extension thereof, or will be subject to the procedures set forth in subparagraph (d) below and [R.I. LBR 1017- 2](#):

(1) Creditor Mailing List (names and addresses)

(2) [Form 21](#) - Statement of Social Security Number - Form 21 shall be filed in all cases as a separate private event (not combined with the bankruptcy petition or schedules) and will be restricted from public access.

(3) Debtor's Mailing Address

(4) [Official Form 1](#), Exhibit D or, if applicable, a Certificate of Credit Counseling, or a Motion to be Exempt from Credit Counseling, or Certificate of Exigent Circumstances.

(5) [Application to Pay in Installments](#), if applicable.

(6) [Application for Waiver of Chapter 7 Filing Fee](#), if applicable.

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**RULE 9010-1 ATTORNEYS ADMISSION TO PRACTICE, REPRESENTATION
AND APPEARANCES [Modified]**

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(d) Representation:

(1) Motion for Admission Pro Hac Vice. An attorney who is not a member of the Bar of the United States District Court for the District of Rhode Island, but who is a member in good standing in every jurisdiction where the attorney has been admitted to practice and is not subject to pending disciplinary proceedings as a member of the Bar in any jurisdiction, and subject to the limitations above, may appear in this Court by leave of Court. The attorney shall file a Motion for Admission Pro Hac Vice, to appear before this Court, substantially similar to [R.I.Bankr. Form T](#), and

[T.1](#) which Motion shall set forth the attorney's compliance with this LBR and Local Rule 204 of the U.S. District Court, along with the applicable filing fee. A separate Motion for Admission Pro Hac Vice, and the applicable filing fee, must be filed in each case in which the client is a party.

(2) Counsel Required/Pro Se Appearance. No person, other than an individual representing himself/herself, shall appear or practice before this Court except through representation of counsel.

(3) Filing Proofs of Claim/No Representation Required. A corporation, partnership or trust, by or through an officer, agent, or person authorized by a power of attorney, may file a proof of claim, an assignment or transfer of claim, a reaffirmation agreement or an application for payment of unclaimed funds due such entity, without representation of counsel. Otherwise, such entities shall appear only through counsel.

(4) No Entry of Appearance Required. An attorney need not obtain leave of Court to appear and practice in a particular case merely to file a request for service, a reaffirmation agreement, a proof of claim or an assignment or transfer of claim on behalf of a client. If however, any such filing shall later become contested or is otherwise scheduled for hearing, and the filing attorney is not admitted to practice in the United States District Court for the District of Rhode Island, then such attorney must obtain the permission of the court to appear in accordance with subsection (1) above.

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