

Electronic Court Filing System

(a) Mandatory Electronic Filing.

(Rule 5005-3): ECF Filings by Bankruptcy Petition Preparers.

(a) The following requirements apply to cases in which a bankruptcy petition preparer has prepared the documents for filing.

~~(A)1~~ The following debtor may file on paper with the Clerk all documents prepared by a bankruptcy petition preparer. At a minimum, a debtor shall be filed electronically by file with the preparer and clerk on paper copies containing, with the original signature signature of the debtor, the following documents:

Petition;

Statement of social security number;

Statement of Compliance with Credit Counseling Requirement (Exhibit D);

Declaration of evidence of employers' payments;

Copies of any payment advices; and Declaration of Debtor Without an Attorney.

(2) If the debtor does not file all required documents with the petition, the Clerk shall send a notice to the debtor and bankruptcy petition preparer shall be submitted to the clerk of court for retention of the documents still required. The debtor has the responsibility to make sure the documents are filed within the required period. The bankruptcy petition preparer may electronically file any prepared documents the debtor has not yet filed including:

Mailing List of Creditors;

Schedules and Statement of Financial Affairs;

Debtor Statement of Intention;

Individual Debtor Statement of Current Monthly Income;

Bankruptcy Petition Preparer Notice to Debtor;

Disclosure of Compensation of Bankruptcy Petition Preparer; and

Exhibits to these documents.

~~(B) The debtor shall file with the clerk on paper, with the original signature of the debtor, the following documents:~~

~~Bankruptcy petition;~~

~~Statement of social security number;~~

~~Credit counseling certificate~~

~~Declaration of evidence of employers' payments; and~~

~~Copies of any payment advices.~~

~~(C)3~~ A document preparer who provides his/her full Social Security Number on their the ECF Password Registration and who thereafter makes the above required electronic filings may, in lieu of placing his/her Social Security Number on

documents they prepare, instead place his/her Arizona Supreme Court Certified Legal Document Preparer number on the documents and on the Disclosure of Compensation of Bankruptcy Preparer.

Any pleading, petition, or other document presented for filing on paper in contravention of the requirements of these local rules is subject to rejection.

Comments: Formerly addressed as Rule 5005-2(a)(3) which has been deleted. Change in rule allows debtors to file all documents, while still allowing BPP to upload documents if debtor does not file them. This change eliminates the current administrative burden of the clerk's office holding documents filed by debtor to wait for upload from BPP.