UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF CALIFORNIA
San Francisco Division

In re	)
	)
Chapter 13 Procedures	)
	)
	)

ORDER RE MODEL CHAPTER 13 PLAN REQUIREMENTS

(1) Format Requirements:

The San Francisco Division requires all Chapter 13 debtors to file their Chapter 13 Plans using the Model Chapter 13 Plan available on the court's website, at the SF Division Office or the Office of the Chapter 13 Trustee.

Registered users in the Court's Electronic Case Filing (ECF) System must create the Model Chapter 13 Plan in a word processing application (Word or WordPerfect) and directly convert the plan to PDF Format. The document image size must not exceed 8.5 x 11 inches. A registered user is required to check the page size prior to attempting to upload the PDF into the ECF system. PDF files exceeding the page size limit must be modified before uploading the document (refer to the court's website).

Pro Se filers or attorneys who are exempt from mandatory ECF must submit the Model Chapter 13 Plan in hard copy in the court's approved form of the Model Chapter 13 Plan.

(2) Noticing Requirements:

If the Model Chapter 13 Plan ***is filed within 15 days*** from the filing of the petition, the Court will generate the *Notice of Chapter 13 Case, Meeting of Creditors, and Deadlines*, attach a copy of the plan, and transmit the notice to all creditors and parties in interest through the Court's Bankruptcy Noticing Center.

If the Model Chapter 13 Plan ***is not filed within 15 days*** from the filing of the petition, the Court will generate the *Notice of Chapter 13 Case, Meeting of Creditors, and Deadlines* without the Chapter 13 Plan. The attorney for the debtor(s) or pro se debtor(s) must transmit a copy of the Model Chapter 13 Plan to all creditors and parties in interest and file a Certificate of Service with the court.

Failure to comply with the requirements listed above may result in the Chapter 13 case being dismissed for non-compliance.

IT IS SO ORDERED.

Dated: October 10, 2006

DENNIS MONTALI
United States Bankruptcy Judge

THOMAS E. CARLSON
United States Bankruptcy Judge