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If you are using Petition Preparation Software and it has created the appropriate files you may bypass Open BK and [Creditor](#) Upload and simply upload the information to ECF to file your case.

**Note:** **Case Upload will not open a [Chapter 11](#).**

Click the **Bankruptcy** hyperlink on the CM/ECF Main Menu.

1. Click **Case Upload** hyperlink.
2. Click **Browse**, verify and attach the [Debtor](#) Information (TXT file).
3. Click **Browse**, verify and attach the Petition (PDF file).
4. Click **Browse**, verify and attach the Creditor Matrix (TXT file).
5. Click **Browse**, verify and attach the [Chapter 13](#) [plan](#) (PDF file).

6. Click **Browse**, verify and attach the Certificate of [credit counseling](#) (PDF file).
7. Click **Browse**, verify and attach the Statement of Social Security Number (PDF file).
8. Click **Next**.

**NOTE:** If you use **Case Upload** to open a skeleton petition, you cannot use **Case Upload** to file the balance of the [schedules](#). You must file them separately under the **Miscellaneous** Category in ECF.

**Case Upload** cannot file to existing cases.

**Manual Chapter:**

Case Opening - Bankruptcy

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**Source URL (modified on 04/20/2016 - 1:42pm):**

<http://www.canb.uscourts.gov/ecf/efiling-manual/case-upload>