

[Stipulation to Convert Case from Chapter 13 to Chapter 7](#)

Click the [Bankruptcy](#) hyperlink on the CMECF Main Menu.

- Click **Stipulations** hyperlink.
- Enter **Case Number**, click **Next**.
- Scroll down and select **Convert Case 13 to 7** , click **Next**.
- Select the **Party**. If not listed, click [Add/Create New Party](#)
- Click **Next**.

Note: If it is your first time docketing on a case the following message will display:

"The following attorney/party associations do not exist for this case.

Please check which associations should be created for this case."

Place a check mark in the box to establish the association.

- Click **Next**.
- Click **Next**.
- Associate the pdf file of the **Stipulation to Convert Case from Chapter 13 to 7**, click **Next**.
- Edit the docket text if necessary.
- Click **Next**.
- **Review final docket text.**
- Click **Next**.

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