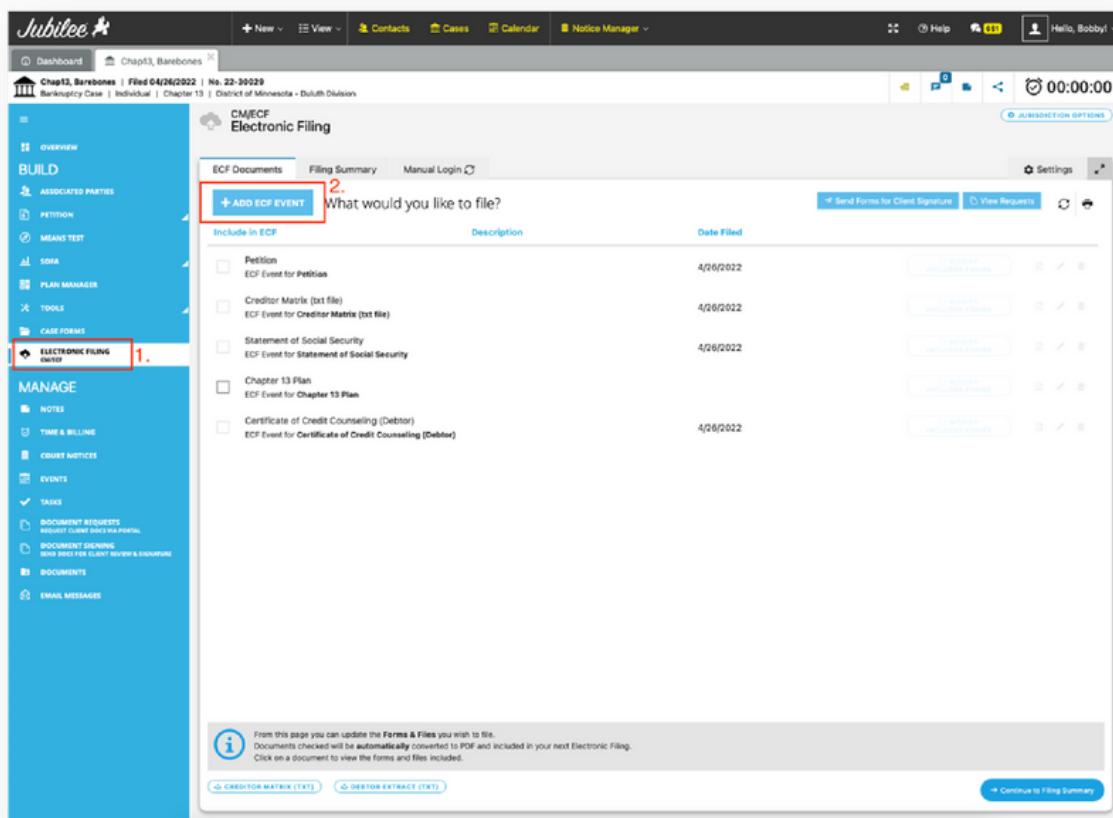


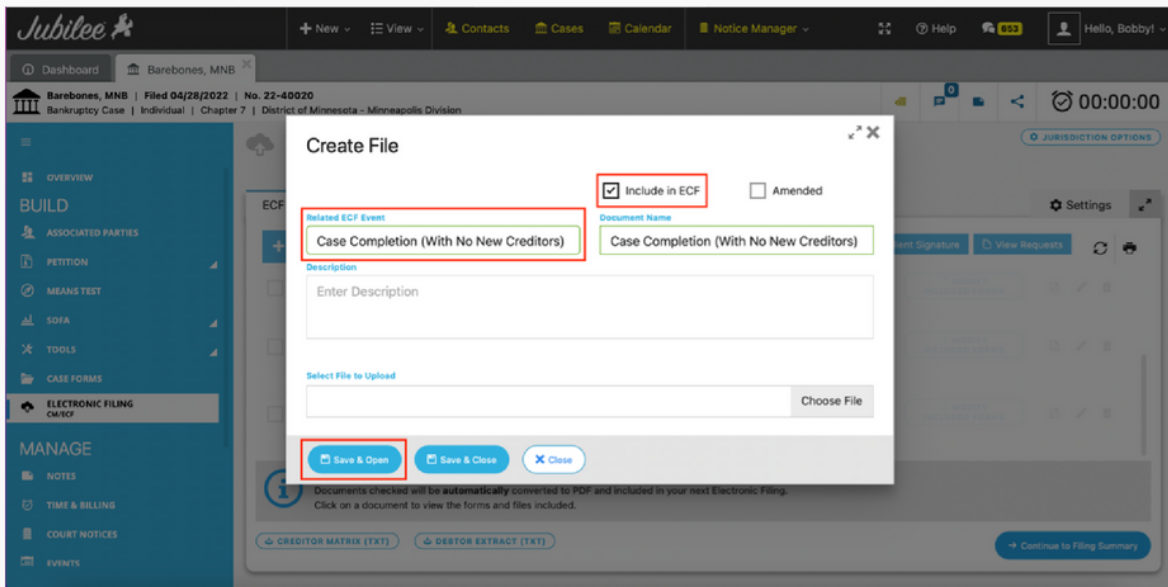
Filing Case Completion Documents in an Emergency Case (MNB)

How it works

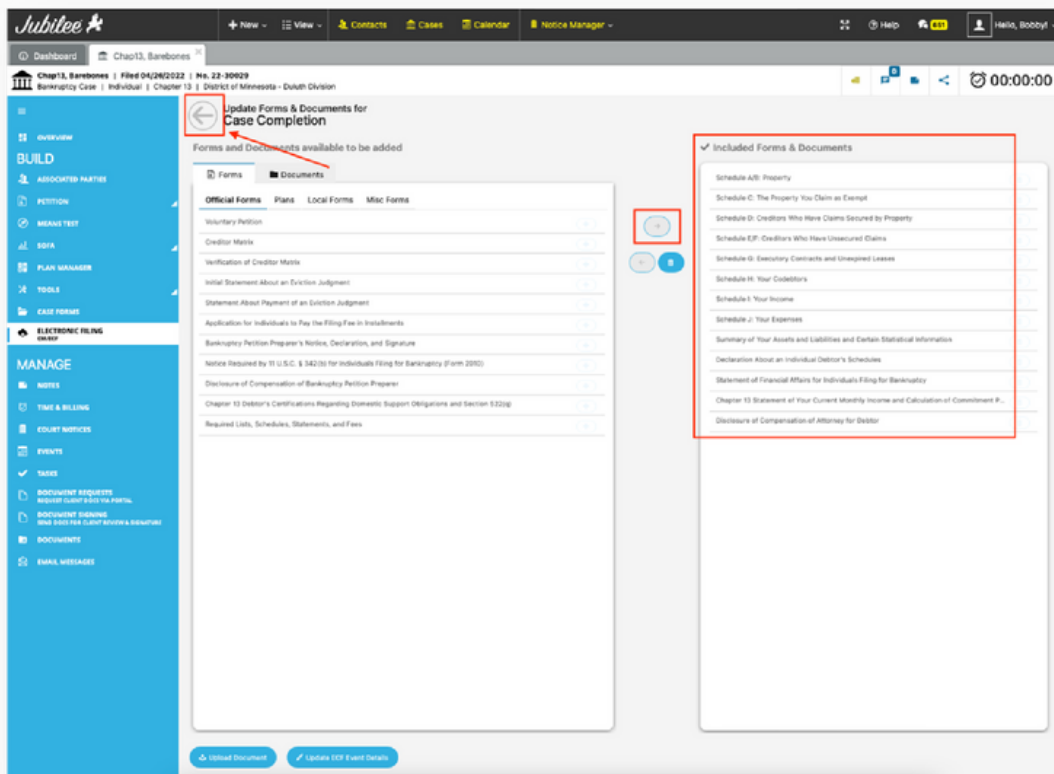
1. Within the case, go to Electronic Filing then click on Add ECF Event.



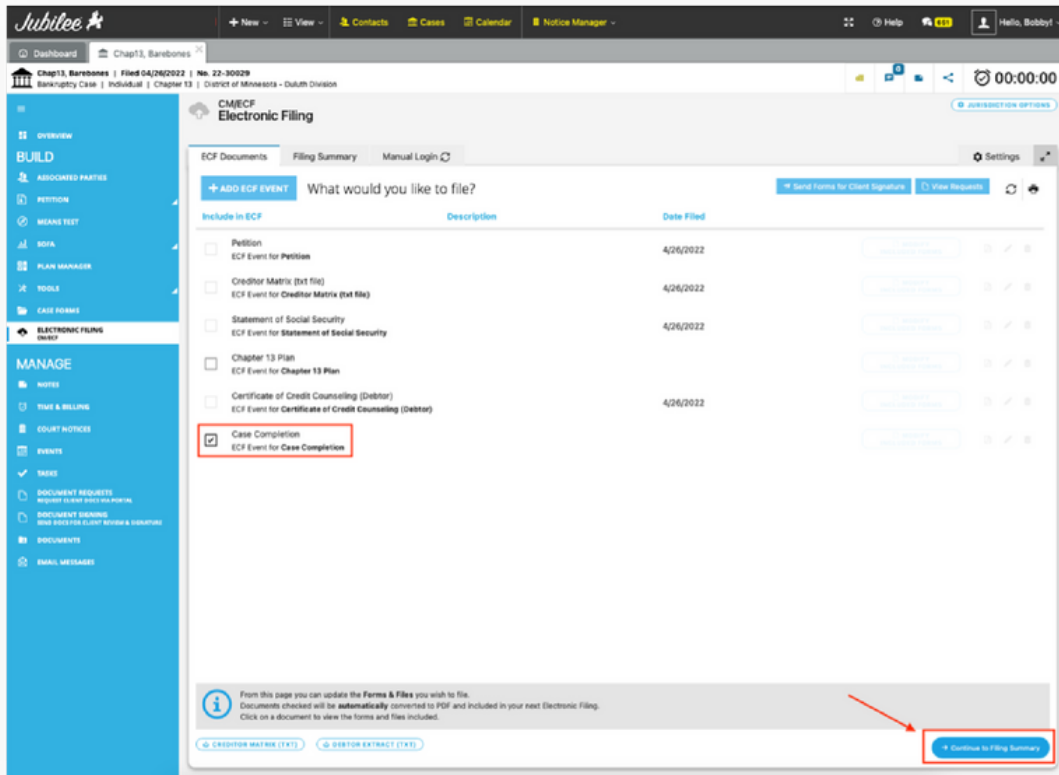
2. Select the "Case Completion (With No New Creditors)" event from the related ECF Event drop down and make sure to check the box "Include in ECF". This is only appropriate if you are not adding any creditors to your case at this point. Click on the Save & Open button.



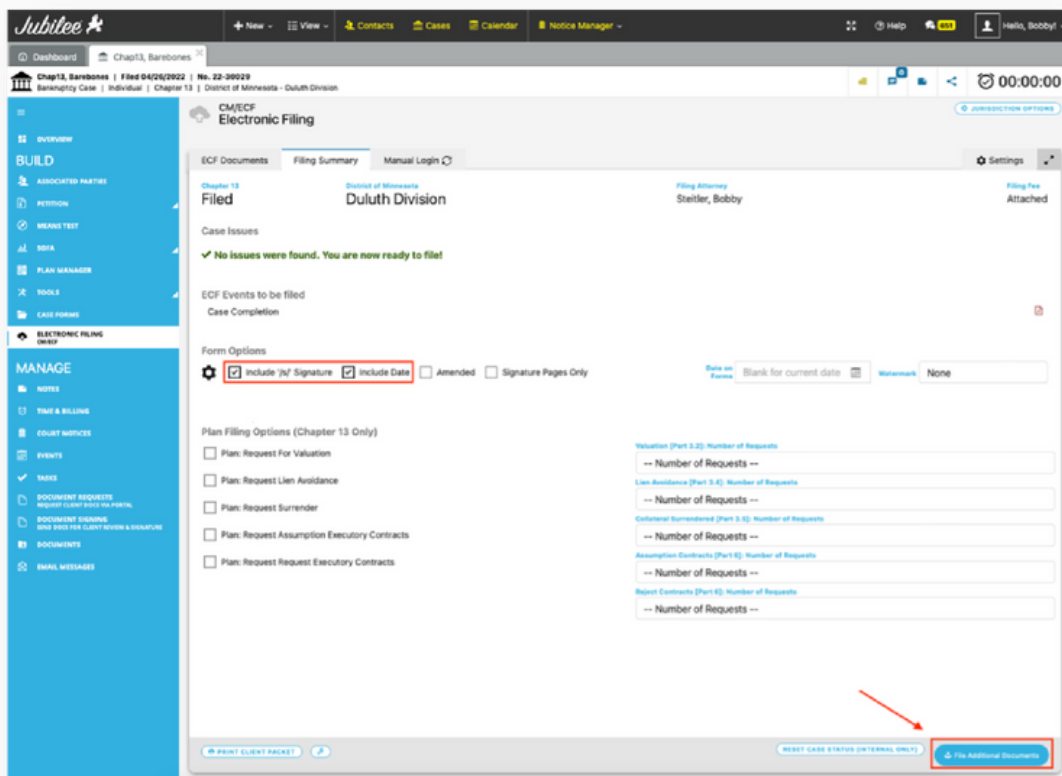
3. Select the forms you want to include in the Case Completion filing event by clicking on them on the left panel then clicking on the arrow to move them to the right hand panel. Save this selection by clicking on the back arrow near the top left.



4. Make sure the Case Completion event is selected then click on Continue to Filing Summary.



5. Make sure to include the electronic signature and the signature date on the forms then click on File Additional Documents.



6. The final page will give you the opportunity to preview the forms then when ready, check the disclaimer check box, select your ECF login credentials, then click on File Additional Documents. The filing will be completely automated, and you will be presented with the filing receipt and an option to view the filing logs (which will also be saved to the Documents section of the case).

The screenshot displays the 'Electronic Bankruptcy Case Filing' interface. At the top, a browser window shows the file 'CaseCompletion(1).pdf' with a 'Download' button. The main content area contains a PDF form titled 'Official Form 106A/B Schedule A/B: Property' (page 12/15). The form includes a section for identifying the case and filer, with the following information filled in:

Fill in this information to identify your case and this filing:			
Debtor 1	<u>Barebones</u>	<u>Chap13</u>	
	First Name	Middle Name	Last Name
Debtor 2 (Spouse, if filing)	_____	_____	_____
	First Name	Middle Name	Last Name
United States Bankruptcy Court for the:	<u>District of Minnesota</u>		
Case number	<u>22-30029</u>		

To the right of this section is a checkbox labeled 'Check if this is an amended filing'.

The form also includes instructions: 'In each category, separately list and describe items. List an asset only once. If an asset fits in more than one category, list the asset in the category where you think it fits best. Be as complete and accurate as possible. If two married people are filing together, both are equally responsible for supplying correct information. If more space is needed, attach a separate sheet to this form. On the top of any additional pages, write your name and case number (if known). Answer every question.'

Part 1: Describe Each Residence, Building, Land, or Other Real Estate You Own or Have an Interest In

1. Do you own or have any legal or equitable interest in any residence, building, land, or similar property?

No. Go to Part 2.

Yes. Where is the property?

Below the form, there is an 'Attention!!' warning: 'Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.' A checkbox is checked with the text: 'I have reviewed all the forms and documents to be filed and agree everything is true and correct to the best of my ability.'

At the bottom, there are fields for 'ECF Login Credentials' (a dropdown menu with 'Select One' selected) and 'Password'. A red box highlights the 'File Additional Documents' button, and a 'Close' button is also visible.