

PART III. CLAIMS AND DISTRIBUTION TO CREDITORS AND EQUITY INTEREST HOLDERS; PLANS

Rule 3001-1 Filing Proof of Claim; Transfer of Claim.

- (a) Filing Proof of Claim.
 - (i) Paper Claims. When filing a paper proof of claim in a chapter 7, 12, or 13 case, or in a chapter 11 case with no claims agent, the creditor must also: (A) provide the Clerk with the original proof of claim and 1 copy for the trustee and (B) serve a copy on debtor's counsel or, if the debtor is not represented by counsel, the debtor. If a creditor filing a proof of claim by mail wishes to receive a clocked-in copy by return mail, then the creditor must include an additional copy of the proof of claim and a self-addressed, postage-paid envelope.
 - (ii) Electronic Claims. A claim submitted through a Court-approved electronic claims filing system is considered the original proof of claim, and no copy of the proof of claim need be provided to the Clerk, trustee, or debtor's counsel, but if the debtor is not represented by counsel, then the creditor must serve a copy of the proof of claim on the debtor.
- (b) Transfer of Claim. A transfer of claim filed under Fed. R. Bankr. P. 3001(e)(2) or (4) must substantially conform to Local Form 138, including by specifying the claim number.
- (c) Claims Bar Date in Subchapter V Cases. In a subchapter V case, the general claims bar date is 60 days after the order for relief and the governmental units claims bar date is 180 days after the order for relief, unless a different deadline is set by Court order or the Code.