

## PRE-CONFIRMATION AMENDMENT INSTRUCTIONS AND FORM

**1. Preparing the Proposed Amendment.** The strongly preferred form of amendment is to restate the entire plan because creditors then have only one document to which to refer. Each Amended Plan should be numbered, e.g., First Amended Plan, Second Amended Plan, Etc.

Notwithstanding that the preferred method of amending a pre-confirmation plan is to restate the entire plan, a debtor may choose to file an amendment that omits those portions of the plan unaffected by the amendment. If this option is chosen, however, the amendment must quote the portion of the existing plan to be altered in addition to the new language constituting the amendment. The form shown below should be used if the plan is not restated in its entirety.

**2. Schedules Not to be Combined with Amendments.** Do **NOT** include amended schedules with a Pre-Confirmation Amendment; file those documents separately.

**3. Notice.** Remember that creditors are entitled by Bankruptcy Rule 2002(b) to “not less than 28 days notice by mail of . . . the time fixed for filing objections and the hearing to consider confirmation of a . . . chapter 13 plan.” Hence, if the proposed amendment adversely affects any creditor, failure to file the amendment in time to give proper notice as required by Rule 2002(b) could render the amendment a nullity as to the affected creditor, even if the plan is confirmed.

[Caption]

### [FIRST] AMENDED PLAN

John Doe, Debtor, having filed the initial plan on [DATE] [if applicable: and having filed prior amendments on [LIST DATES]], hereby amends the plan in this case as follows:

**[Explain proposed amendments in detail. Quote each paragraph in the initial plan or prior amendment that the proponent proposes to change (whether by insertion or deletion) and set out each amended or new paragraph to be included in the plan.]**

The portions of the plan (including prior amendments, if any) not altered by the present amendment remain unchanged.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Debtor(s)

\_\_\_\_\_  
Attorney's Name, Bar Number and Address