

CHAPTER 11 QUARTERLY DISBURSEMENT AND FEE REPORT **Information and Instructions**

AUTHORITY: Chapter 11 quarterly fees are established by law as set forth at 28 U.S.C. 1930 (a) (6), as amended. Consult your attorney if you are in doubt as to whether the quarterly fee charge applies to your case.

PENALTIES: (1) Failure to pay the quarterly fee is cause for conversion or dismissal of your case pursuant to 11 U.S.C. 1112 (b) (10). Filing a false report may subject you to civil liability pursuant to 31 U.S.C. 3729 (a) (7), and to criminal penalties under 18 U.S.C. 1001 and 1621, and (2) Pursuant to 31 U.S.C. §3717, the United States Trustee Program will begin assessing interest on unpaid Chapter 11 quarterly fees charged in accordance with 28 U.S.C. §1930(a) effective October 1, 2007. Interest assessed on past due amounts will first appear on your October 2007 statement. The interest rate assessed is the rate in effect as determined by the Treasury Department at the time your account becomes past due. The interest assessed will be waived if payment of the full principal amount past due is received within thirty (30) days of the date of the statement. Questions about this policy should be addressed to your local United States Trustee Office.

WHO MUST FILE: Every case pending under Chapter 11 of the Bankruptcy Code that is subject to 28 U.S.C. 1930 (a) (6) must pay the applicable quarterly fee (the "Fee"). If a trustee has been appointed to serve in your case, this report will be sent to the trustee to complete and submit. If your case is being jointly administered with another case each case must pay the applicable Fee. If your case has been substantively consolidated (consolidated for all purposes) by Court order, then only one report and Fee are due for the period after substantive consolidation occurs. However, if substantive consolidation occurs during a later quarter, the individual cases remain subject to the Fee for that part of the quarter prior to the substantive consolidation. Involuntary cases are not subject to the Fee until an order for relief is granted, and then the Fee is payable retroactively to the filing date.

WHEN TO FILE: The report and Fee are due on the last day of the calendar month following the calendar quarter for which the Fee is owed starting with the quarter in which your case is commenced, and continuing until and including the quarter in which your case is dismissed or converted to another chapter. Effective 1/27/96, cases with confirmed plans are subject to quarterly fees until the case is dismissed, converted, or closed by the Court.

FEE CALCULATION: The Fee due is based on disbursements made during the days of the quarter that the case is open. It is not prorated for a partial quarter. The minimum Fee applies when there are no disbursements made, and even if the case is open for only one day of the quarter. If your case was filed after the start of the quarter, include only the disbursements made from the filing date. If your case was closed prior to the end of the quarter, include only the disbursements made for the period prior to the closing date. Use the following schedules to determine the Fee due:

	Quarters	Quarters	Quarters	Quarters
	4th/86-3rd/91	4th/91-3rd/96	4th/96-4th/07	1st/08-
Disbursements	Fee Due	Fee Due	Fee Due	Fee Due
0.00 to \$14,999.99	\$150	\$250	\$250	
0.00 to \$14,999.99				\$325
\$15,000 to \$74,999.99			\$500	
\$15,000 to \$74,999.99				\$650
\$15,000 to \$149,999.99	\$300	\$500		
\$75,000 to \$149,999.99			\$750	
\$75,000 to \$149,999.99				\$975
\$150,000 to \$299,999.99	\$750	\$1,250		
\$150,000 to \$224,999.99			\$1,250	
\$150,000 to \$224,999.99				\$1,625
\$225,000 to \$299,999.99			\$1,500	
\$225,000 to \$299,999.99				\$1,950
\$300,000 to \$2,999,999.99	\$2,250	\$3,750		
\$300,000 to \$999,999.99			\$3,750	\$4,875
\$1,000,000 to \$1,999,999.99			\$5,000	
\$1,000,000 to \$1,999,999.99				\$6,500
\$2,000,000 to \$2,999,999.99			\$7,500	
\$2,000,000 to \$2,999,999.99				\$9,750
\$3,000,000 or more	\$3,000	\$5,000		
\$3,000,000 to \$4,999,999.99			\$8,000	
\$3,000,000 to \$4,999,999.99				\$10,400
\$5,000,000 or more			\$10,000	
\$5,000,000 to \$14,999,999.99				\$13,000
\$15,000,000 to \$29,999,999.99				\$20,000
\$30,000,000 or more				\$30,000

DISBURSEMENTS STUB/ADDRESS STUB FORM COMPLETION: Enter the missing monthly/quarterly Chapter 11 disbursements on the blank line. However, if the disbursements are for the calendar quarter, please indicate this by using a “Q” after the amount entered. DO NOT send the Disbursement Stub/Address Stub back to the U.S. Trustee’s office if there is no disbursement information missing or there is no address correction required.

SENDING YOUR PAYMENT: Make your check payable to: U.S. Trustee. Write your account number on the face of your check. The account number is the UST code (for example, New York is 081, White Plains is 087), the 2 digit year your case was filed, and the 5 digits of the individual case number assigned by the court (i.e. 081-07-00000). Do not include any letters added to your case number by the Court. Send only your payment and the Quarterly Fee Payment Stub form to: U.S. Trustee Payment Center, P. O. Box 530202, Atlanta, GA 30353-0202. The payment center only deposits and credits your payment; it is not a U.S. Trustee Office. If you are not sending a payment, or are sending other papers such as your monthly financial reports, send this material to your local U.S. Trustee Office address.

**January 1, 2008
(as revised)**

Updated 4/28/11 re: Payment Address