Instructions for preparing Post Confirmation Reports - Maryland

Last updated 9/2017

Summary Section of Report

A – Cash Balance, Beginning of Quarter

- For the first report: It should equal the previous monthly operating report's ending cash balance.
- For each subsequent report: It should equal the prior quarter's "Cash Balance, End of Quarter"

B – Cash Receipts during Quarter

- Debtor should report receipts received from ALL sources.
- Individual debtors who have a sole proprietorship must include all revenues received.

C – Cash Disbursements during Quarter

- Debtor should include all plan payments, operating expenses (if business) and personal expenses (if individual).
- Individual debtors who have a sole proprietorship must include all disbursements made by the entity.

D – Cash Balance, End of Quarter

- This is the sum of "Cash Balance, Beginning of Quarter" + "Cash Receipts During Quarter" – "Cash Disbursements During Quarter". A + B - C

E – Amounts Disbursed on Behalf of Debtor by Others

- Occasionally, there will be disbursements made by others for the debtor. A good example is when property is sold. The escrow agent will pay off the existing loan plus other required amounts that are the responsibility of the debtor. These disbursements should be reported on this line**. If none, please indicate with a "0".**

Summary of Amounts Disbursed under Plan

F – Column One: Paid During This Quarter

1. This column is where <u>plan disbursements</u> made during the quarter being reported on are recorded.
2. <u>Categories 1 – 5</u> are totaled to derive "Total Plan Payments" made during the quarter.
3. <u>Category 1 (Administrative Expenses)</u>:
    - Unless a Chapter 11 trustee was assigned to your case, do not list any amounts under the first 3 types of administrative expenses – Plan Trustee Compensation, Plan Trustee Expense and Attorney Fees – Trustee.
    - <u>Other Administrative Expenses:</u> Record US Trustee fees in this category and any other Administrative payments as outlined in the plan.
4. <u>Category 5 (Equity Security Holders):</u> This category is rarely used. Refer to your attorney for guidance. Individual debtors will never use this category.
5. Total Plan Payments should typically be less than Cash Disbursements during Quarter that was reported in the Summary Section.

G – Column Two: Total Paid Since Confirmation

1. This column is simply an addition of the following:
    a. The current report's Column One "Paid during This Quarter" plus
    b. The prior quarter's report Column Two "Total Paid Since Confirmation"
    c. The sum of these two provides the current quarter's "Total Paid Since Confirmation".

2. Each quarter, the amounts in this column will continue to increase. The only way it could remain static is if no plan payments were made during the current quarter.

H – Column Three: Total Payments Projected Under Plan

1. Information for this column should be derived from the confirmed plan and then remain static unless there is a modification made to the plan.
2. Review your plan documents and refer to your attorney if you have questions regarding which category to assign each class payment.
3. Once set up, this column typically will not change.

Plan Status

I – Questions 1 and 2

1. If Question 1 regarding Plan Payments is answered "NO", you **must:**
   a. Identify the total amount of past due payments and
   b. Attach an explanation as to the reason why plan payments are behind.
2. If Question 2 regarding Post-Confirmation obligations is answered "NO", you **must:**
   a. Attach an explanation as to the reason why post-confirmation obligations are behind.

J – Projected date of application for final decree

1. Your plan will typically identify how long it will take to pay each creditor class identified. Refer to your attorney for an expected date for when an application for final decree will be filed.
2. We understand that this date may change as you get closer to the initial date identified due to adversary proceedings that may still be open, etc. so as you get a better understanding, you can update this date. We ask that it just be a reasonable date based on current knowledge. (For example: If you are filing the 4Q17 report and you list an expected date of 1/2018, and then on the 1Q18 report, you still list 1/2018; these dates do not appear reasonable if there are still numerous payments that must be made prior to closing, adversaries are open, etc.)

Signature under penalty of perjury

K – The document must be signed by the debtor's authorized signer if a business, by the individual if a personal bankruptcy or by both individuals if it was a joint petition.

PAGE 2 of the report

L - Case Status

- This page is required to be completed on a semi-annual basis at a minimum.

Filing of the report

These reports are required to be filed quarterly and are due 20 days after the end of each calendar quarter. They should be sent to your attorney for filing with the court. Failure to file these reports may result in the dismissal or conversion of the case.

OFFICE OF THE UNITED STATES TRUSTEE
FOR THE DISTRICT OF MARYLAND
QUARTERLY POST-CONFIRMATION REPORT

DEBTOR: Successful Reorg Co **CASE NO:** 17-99999

FOR QUARTER ENDED: 12/31/2017

Indicate period covered if not for a full quarter:
From: _____ To: _____

SUMMARY OF DISBURSEMENTS MADE DURING QUARTER:

A.	CASH BALANCE, BEGINNING OF QUARTER	$ 11,743	A
B.	CASH RECEIPTS DURING QUARTER FROM ALL SOURCES	67,050	B
C.	CASH DISBURSEMENTS DURING QUARTER, INCLUDING PLAN PAYMENTS	(64,789)	C
D.	CASH BALANCE, END OF QUARTER (A + B - C = D)	$ 14,004	D
E.	ANY AMOUNTS DISBURSED ON BEHALF OF DEBTOR BY OTHERS (e.g., HUD-1)	$ 371,577	E

SUMMARY OF AMOUNTS DISBURSED UNDER PLAN:

	ADMINISTRATIVE EXPENSES	F Paid During This Quarter	G Total Paid Since Confirmation	H Total Payments Projected Under Plan
	Plan Trustee Compensation	$ 0	$ 0	$ 0
	Plan Trustee Expense	0	0	0
	Attorney Fees - Trustee	0	0	0
	Attorney Fees - Debtor	5,000	35,000	47,000
	Other Professionals	0	0	0
	Other Administrative Exp (e.g., UST fees)	1,300	6,500	26,000
1.	**TOTAL ADMINISTRATIVE EXPENSES**	$ **6,300**	$ **41,500**	$ **73,000**
2.	SECURED CREDITORS	$ 11,255	$ 74,333	$ 245,000
3.	PRIORITY CREDITORS	$ 2,475	$ 8,470	$ 12,500
4.	UNSECURED CREDITORS	$ 3,750	$ 11,550	$ 55,000
5.	EQUITY SECURITY HOLDERS	$ 0	$ 0	$ 0
	TOTAL PLAN PAYMENTS (#1 - #5) *(This includes Part 1 - Administrative)*	$ **23,780**	$ **94,353**	$ **312,500**

PLAN STATUS:

		Yes	No
I	1. Have all payments been made as set forth in the confirmed plan?	X	
	1.a If no, what is the total amount of past due plan payments?		$
	1.b If the answer to 1. is no, **attach an explanation.**		
	2. Are all post-confirmation obligations (excluding plan payments) current?	X	
	2.a If the answer to 2. is no, **attach an explanation.**		
J	3. Projected date of application for final decree:	09/2022	

K ***I DECLARE UNDER PENALTY OF PERJURY THAT THIS POST-CONFIRMATION REPORT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.***

Successful Reorganized Co — Reorganized Debtor
01/20/18 — Date
_____ — Date

By: Kelly Doe — Signature
President — Title
_____ — Signature of Co-Debtor, if applicable

Kelly Doe — Printed Name
_____ — Printed Name

DEBTOR: Successful Reorg Co **CASE NO:** 17-99999

FOR PERIOD ENDING: 12/31/2017

L

CASE STATUS (required to be completed semi-annually)

A. Status of sales and/or refinancing:

Property at 79 Apple sold during this quarter. Net proceeds of $11,144 received.
Property at 123 Rose is for sale. No buyer as yet.
Property at 1205 Mulberry is in process of a loan modification

B. Status of litigation material to executing the Plan:

Adversary filed against ABC Co. Trial is set for 3/2018.
Adversary filed against DEF Co. Trial date not set yet.

C. If debtor is a business, year to date Net Income: $ 178,555

This information is for the period through: 12/2017
Above information is based on (check one):
Cash basis ____
Accrual basis X

D. If debtor is an individual, has there been any change in employment? N/A
If yes, please explain.