

INTRODUCTION

I admit it. I wrote the first edition of *Bankruptcy Deadline Checklist* out of fear. After practicing bankruptcy law for several years, I was having trouble keeping track of all of the deadlines in the Chapter 7 (liquidation), Chapter 11 (reorganization), and Chapter 13 (adjustment of debts of an individual with regular income) bankruptcy cases that I was handling, and I was spending a lot of time trying to do so. I felt like a malpractice case waiting to happen. I needed an efficient way to locate and track all of the deadlines and filing requirements contained in the Bankruptcy Code and Bankruptcy Rules, and I was shocked to discover that there was no concise and easy-to-use published work that could grant me a restful night's sleep.

The original *Checklist* was a much simpler document. However, being the compulsive attorney that I am, the *Checklist* evolved over a period of several years into a compilation of all the time deadlines in the Bankruptcy Code and Rules that you see in this book. It has been updated periodically since the publication of the first edition 23 years ago in 1993 to incorporate relevant Code and Rule changes and is now in its 5th Edition.

I am sure that you, too, will be genuinely surprised at all of the deadlines that you were unaware of, and I hope you will be pleased to add some order to your bankruptcy cases or study. If you believe as I do that tracking these deadlines is key, you can thank my wife for the book's publication; she urged me to undertake it based on the strong belief that others should be spared the task of creating one themselves and that their spouses should likewise be spared the involuntary job of suffering through that process.

The *Checklist* is obviously not a suspense novel meant to make me the next John Grisham. It is a very practical tool intended to be a quick reference guide to assist bankruptcy judges, attorneys, paralegals, credit managers, collection agents, professors, law students and others participating in bankruptcy cases or study. The *Checklist* is organized by chapter of the Bankruptcy Code (i.e., 1, 3, 5, 7, 11, 13, and 15), and, within each chapter, by Code section, with additional sections covering those items typically needed upon the filing of a case, rules on adversary proceedings, appeals, and notices. Due to the minimal number of Chapter 9 and 12 cases filed, deadlines under those Chapters are not included. The *Checklist* is meant to be a list of all of the potential deadlines in a case; it certainly is not necessary (and indeed would be unlikely) to use each deadline in a particular case.

To use the *Checklist*, simply look up the relevant Code section(s), which appear in numerical order and in the Index. Cross references for applicable Rules are provided. Code sections or Rules in bold designate the primary section or Rule containing the relevant deadline. Each deadline in the *Checklist* has a corresponding space for the insertion of a due date, so that the user may calculate and maintain a master list of deadlines in each case if that is desired.

The *Checklist* has been printed in an easily transportable format for ease of use at your desk, in court, at seminars, in client meetings, and so forth.

Norm Pernick