

Certificate of Credit Counseling

Debtors must attend a U.S. Trustee approved Credit Counseling program prior to filing bankruptcy. The Credit Counseling agency should provide the Debtor with a Certificate. This Certificate and any debt repayment plan is due to the Court when the case is filed.

The Certificate of Credit Counseling can be filed as part of the petition as one PDF document, as an attachment to the petition or separately as an individual PDF document.

To file it separately as an individual PDF document follow the instructions listed below.

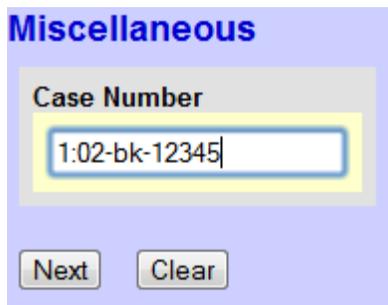
Step 1 Click **Bankruptcy** on the Main Menu Bar.



Step 2 Select the **Misc/Other** Category



Step 3 Check your case number and Click **Next**.



How to File a Bankruptcy Case and Associated Documents

Step 4 Select **Certificate of Credit Counseling** and Click **Next**.

Miscellaneous

[12-01007 Jacks Dog House et al v. Stubbs et al](#)
Type: ap Office: 1 (Boston) Lead Case: 1-12-bk-10001
Case Flag: 727OBJ

Start typing to find another event. Hold down Ctrl to add additional items.

Available Events (click to select events)	Selected Events (click to remove events)
Brief Brief Memorandum (in Opposition to or Support of) Cash Flow Statement Certificate of Appointment of Examiner Certificate of Compliance/Non Compliance Certificate of Conference Certificate of Credit Counseling Certificate of Service Certificate of Service of Notice of Hearing Certificate of Vote Certification of Ntc to Consumer Db Certification of Section 522(q) Chapter 11 Ballots Chapter 13 Agreement Chapter 15 List Corrected PDF Document in Re: 2 Day Order Creditor Disk Cure of Residential Judgment Debtor's Election of Small Business Designation	Certificate of Credit Counseling

Next Clear

Step 5 Unless you are filing this document with another attorney (which is unlikely), click **Next** at the Joint Filing with Other Attorney screen.

Miscellaneous:

[12-01007 Jacks Dog House et al v. Stubbs et al](#)
Type: ap Office: 1 (Boston) Lead Case: 1-12-bk-10001
Case Flag: 727OBJ

Joint filing with other attorney(s).

Next Clear

Step 6 Select your client(s) from the box and Click **Next**.

Miscellaneous:

[11-10007 Robert System](#)
Type: bk Chapter: 7 v Office: 1 (Boston)
Assets: n Judge: JNF Case Flag: DebtEd

Select the Party:

Dwyer, Kathleen P. [Trustee] [Add/Create New Party](#)
Smith, Jane [U.S. Trustee]
System, Robert [Debtor]

Next Clear

Step 7 Browse and attach your **Certificate of Credit Counseling** and click **Next**.

Miscellaneous:

[12-01007 Jacks Dog House et al v. Stubbs et al](#)
 Type: ap Office: 1 (Boston) Lead Case: 1-12-bk-10001
 Case Flag: 727OBJ

Filename

Attachments to Document: No Yes

Step 8 Modify Docket Text as appropriate, click **Next**.

Miscellaneous:

[12-01007 Jacks Dog House et al v. Stubbs et al](#)
 Type: ap Office: 1 (Boston) Lead Case: 1-12-bk-10001
 Case Flag: 727OBJ

Docket Text: Modify as Appropriate.
Certificate of Credit Counseling filed by Defendants Emma Stubbs , Norman Stubbs (Love, A)

Step 9 Final Text. Proofread this screen carefully and click **Next**.

Miscellaneous:

[12-01007 Jacks Dog House et al v. Stubbs et al](#)
 Type: ap Office: 1 (Boston) Lead Case: 1-12-bk-10001
 Case Flag: 727OBJ

Docket Text: Final Text
Certificate of Credit Counseling filed by Defendants Emma Stubbs, Norman Stubbs (Love, A)

Attention!! Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.
 Have you redacted?

Note: This is your final opportunity to review the docket text and make any corrections necessary. Click the browser **Back** button at the top of the screen to return to the needed screen to make corrections or click on Bankruptcy and start over.

Clicking **Next** commits the transaction to the database and can no longer be modified by you.

Step 10 The **Notice of Electronic Filing** screen displays. This Notice of Electronic Filing screen verifies the filing has been sent electronically to the court's database.

Miscellaneous:

[11-10007 Robert System](#)

Type: bk	Chapter: 7 v	Office: 1 (Boston)
Assets: n	Judge: JNF	Case Flag: DebtEd

United States Bankruptcy Court
District of Massachusetts TRAIN DATABASE

Notice of Electronic Filing

The following transaction was received from M Murray entered on 3/13/2012 at 8:22 AM EDT and filed on 3/13/2012

Case Name: Robert System
Case Number: [11-10007](#)
Document Number: [5](#)

Docket Text:
Certificate of Credit Counseling filed by Debtor Robert System (Murray, M)

The following document(s) are associated with this transaction:

Document description:Main Document
Original filename:O:\02-01-2006 Training Files\Abbott13Agrmnt.pdf
Electronic document Stamp:
[STAMP bkecfStamp_ID=1021399670 [Date=3/13/2012] [FileNumber=173462-0]
[3f05c03998572fff1693f19ffe835dd5a235931ee6ea384dbe0b5f66e8c116ae210f
0089a837c658b7ae159183e83e4ff1b84a48f7cebb69479bf737bf34e222]]

11-10007 Notice will be electronically mailed to:

A Love on behalf of Debtor Robert System
amber_love@mab.uscourts.gov

attorney - garrity on behalf of Debtor Robert System
eileen_garrity@mab.uscourts.gov

11-10007 Notice will not be electronically mailed to:

Kathleen P. Dwyer
Ardiff & Morse, P. C.
One Corporate Place