

C. Kenneth Still, Chapter 13 Trustee

Business Chapter 13 Monthly Reporting

Prepared by Debtor, Due 10th of Month

Debtor's Name _____
Case Number _____
Month Ending _____
Date Prepared _____
Date Submitted _____

ASSETS

1. List ending cash balances for each account.

<u>Bank</u>	<u>Account No.</u>	<u>Prior Month</u>	<u>Current Month</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Provide the total of accounts receivable at month-end.

	<u>Prior Month</u>	<u>Current Month</u>
Current	_____	_____
Over 30	_____	_____
Over 60	_____	_____
Over 90	_____	_____
	_____	_____
Total	=====	=====

3. List amount of inventory.

<u>Prior Month</u>	<u>Current Month</u>
_____	_____

4. List dates and amounts of payroll paid and amounts and dates of payroll tax deposits.
(Attach photocopies of validated bank deposits.)

<u>Payroll for the Period Ended</u>	<u>Amount of Payroll</u>	<u>Date Paid</u>	<u>Amount of Payroll Taxes</u>	<u>Date Deposited</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

5. List the amount and due date of any unpaid payroll taxes for state and/or federal unemployment taxes.

<u>State/Federal</u>	<u>Due Date</u>	<u>Amount</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. List the amount and due date of any unpaid sales taxes for each state.

<u>State</u>	<u>Due Date</u>	<u>Amount</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

7. Provide the total accounts payable for month-end:

	<u>Prior Month</u>	<u>Current Month</u>
Current	_____	_____
Over 30	_____	_____
Over 60	_____	_____
Over 90	_____	_____
	_____	_____
Total	=====	=====

8. List amounts paid to owners and family members this month.

<u>Name</u>	<u>Amount</u>
_____	_____
_____	_____
_____	_____

9. Did the business make a profit this month? Yes ____ No ____

How much? _____

- Attach a copy of income statement (**statement of cash receipts and disbursements**).
- Attach a **listing of all checks issued** during the month (date, check number, payee, amount).

10. Did the business make all lease/rent payments this month? Yes ____ No ____

If not, why not?

11. Did the business make all loan payments this month? Yes ____ No ____

If not, why not?

12. Did the business make all plan payments this month? Yes ____ No ____

If not, why not?

CERTIFICATE OF SERVICE

I hereby certify that the information in this report is accurate and that a true copy of the report was sent by U.S. mail properly addressed and with correct postage to the persons or offices listed below.

Done this _____ day of _____, 1997.

(Signature)

(Printed name)

(Street address)

(City, state, zip)

(Telephone)

ORIGINAL FILED WITH:

U.S. Bankruptcy Court
31 East 11th Street
Chattanooga, TN 37402

COPIES MAILED TO:

1. U.S. Trustee
Historic U.S. Courthouse
31 East 11th Street, 4th Floor
Chattanooga, TN 37402
2. C. Kenneth Still
Chapter 13 Trustee
P.O. Box 511
Chattanooga, TN 37401
3. Members of Creditors Committee
(if requested)
(If applicable, list names and addresses on
separate sheet)
4. Debtor's Attorney