

INSTRUCTIONS FOR CHAPTER 11 QUARTERLY FEES

All Chapter 11 cases are subject to a quarterly fee. This fee helps fund the operation and maintenance of the courts of the United States.

The fee must be paid to the Clerk, U. S. Bankruptcy Court for every quarter (including any fraction thereof), from the time the petition is filed until the date of entry of an order dismissing, converting or closing the case. The fee is applicable to each and every case commenced under chapter 11 regardless of whether the case has been administratively consolidated with any other case.

The obligation to pay quarterly fees begins on the day the case is filed and ceases when the case is no longer pending in chapter 11. i.e., when a final decree is entered closing the case or when the case is either converted or dismissed. Cases **pending even one day during a quarter will be required to pay the fee applicable to that entire quarter.**

The debtor is responsible for the prompt and full payment of this fee. **The amount varies depending upon the dollar value of all disbursements made during the portion of the calendar quarter the case is pending in chapter 11;** however, a minimum fee of \$250 is due each quarter even if no disbursements are made during the quarter.

All quarterly fees must be paid before a chapter 11 plan can be confirmed. Section 1129(a)(12) of the Code states: “The Court shall confirm a plan only if all of the following requirements are met. All fees payable under Section 1930, as determined by the court at the hearing on the confirmation of the plan, have been paid or the plan provides for the payment of all such fees on the effective date of the plan.”

Effective May 2, 2022, it is required that all quarterly fee payments be made at the time of filing the BA-2 Quarterly Fee Statements. **Payments must be made by credit card or ACH through a link to pay.gov at the time of filing the quarterly reports.** No other forms of payment will be accepted. Any questions regarding quarterly fees may be directed to the Office of the Bankruptcy Administrator.