E-Claims Actions Instructions

Electronic Proof of Claim Filing (ePOC), Electronic Withdrawal of Claim Filing (eWOC), and Electronic Proof of Claim Supplementation (eSUPP) are programs designed to streamline claims processing by allowing Creditors to file, amend, withdraw, and supplement a claim over the internet from a link on the Court's website. The ePOC program will automatically prepare the Official Bankruptcy Proof of Claim form (B410) based on the information entered into the program whereas filers will need to complete the relevant forms in advance and attach them when using eWOC and eSUPP. When the filing for Proof of Claim, Amended Claim, Withdrawal of a Claim, or Claim Supplement is complete, a confirmation message shows the claim or pleading was officially filed with the Court.

This document contains detailed instructions on how to file, amend, withdraw, and supplement Proof of Claim using the electronic claims actions programs.

Table of Contents

Please contact the Help Desk at 1-866-803-9517 with questions about the claims actions programs

Filing a Claim

From the Home page on the Court's web site, click the "E-Claims Actions" button.

Click the "File/Amend a Claim" link.

Home » Electronic Filing

Electronic Proof of Claim Filing/Supplementation/Withdrawal

Attention: The recommended browser for ePOC, eSUPP, and eWOC are Microsoft Edge or latest Mozilla Firefox. **ePOC, eSUPP, and eWOC do not work when using Chrome as your internet browser.** To avoid any errors in filing your claim only use Microsoft Edge or latest Mozilla Firefox.

ePOC (Electronic Proof of Claim Filing)

ePOC (Electronic Proof of Claim Filing) is a program designed to streamline claims processing by allowing Creditors to file a claim, amend a claim, and withdraw a claim via the internet. The ePOC program will automatically prepare the official Bankruptcy Proof of Claim (B410) form based on the information entered into the program. (Version 5.0 12/19/2016)

File/Amend a Claim

Enter the case number.
Enter the name of the Creditor filing the claim.

Select the party filing the claim by using the drop down list for the "Filed by" box.
(i.e., creditor, creditor attorney, debtor, debtor attorney or trustee)
Read the Redaction Notice and ensure the information being filed is in compliance.
Check the Redaction box.
Click the "Next" button.

File Claim

Case Number
Example: 14-00002

Name of **Creditor**

Filed by Creditor

> **IMPORTANT NOTICE OF REDACTION RESPONSIBILITY:** All filers must redact: Social Security or taxpayer-identification numbers; dates of birth; names of minor children; and financial account numbers, in compliance with Fed. R. Bankr. P. 9037. This requirement applies to all documents, including attachments.
>
> **IMPORTANT WARNING:** A person who files a fraudulent claim could be fined up to $500,000, imprisoned for up to 5 years, or both. 18 U.S.C. §§ 152, 157, and 3571.
>
> ☐ I understand that, if I file, I must comply with the redaction rules. I have read this notice.

Next

NOTE: This form should not be used to make a claim for an administrative expense arising after the commencement of the case. A "request" for payment of an administrative expense may be filed pursuant to 11 U.S.C. § 503.

Update this message via Site->ePOCMessageFront

Installed Version: 5.0

NOTE: If only a portion of the Creditor's name is entered in the "Name of Creditor" box, ePOC will pull all the Creditor names in the case which contain that specific information in their name. To see all Creditor names leave the Creditor name box blank.

Click the radio button for the correct Creditor.

Select Creditor

○ **Bank of America**
P.O. Box 79408
St. Louis, MO 63177

○ Creditor not listed

NOTE: The creditor's name and address <u>must be an exact match</u>. If it is not, please click the "Creditor not listed" radio button to create a new creditor record. You will be required to add the creditor's name and address when creating a new creditor record.

Verify the case information and the creditor information.

United States Bankruptcy Court Eastern District of Missouri (Test)

You selected "FILED BY" as CREDITOR. If this is incorrect, START OVER!!

ALL "Yes/No" Questions MUST be ANSWERED

CONFIRM this is the CORRECT Case

Debtor 1	Frosty Snowman
Debtor 2	Fancy Snowman
(Spouse, if filing)	
Case number:	13-40273

Fill in all the information about the claim as of the date the case was filed. That date is on the notice of bankruptcy (Form 309) that you received.

Part 1:   Identify the Claim

1. Creditor Name

Bank of America
P.O. Box 79408
St. Louis, MO 63177

Telephone Number:

Email:

Other names the creditor used with the debtor

NOTE: The Bankruptcy Court for the Eastern District of Missouri requires users of the POC program to provide a telephone number for the Creditor's contact person.

If payment should be sent to an address different from the creditor's address, be sure to check the "Payment Address differs from Notice Address" box to enter the payment address.

☐ CHECK if Payment Address differs from Notice Address

Uniform claim identifier for electronic payments in chapter 13 (if you use one):

(See instructions)

In order for the Official Proof of Claim (B410) Form to be created properly, each of the following sections are required to be completed:

      1 – Identify the Claim
      2 – Has this claim been acquired from someone else?
      3 – Where should notice and payments to the creditor be sent?
      4 – Does this claim amend one already filed?
      5 – Do you know if anyone else has filed a proof of claim for this claim?
      6 – Do you have any number you use to identify the debtor?
      7 – How much is the claim?
      8 – What is the basis of the claim?
      9 – Is all or part of the claim secured?
      10 – Is this claim based on a lease?
      11 – Is this claim subject to a right of setoff?
      12 – Is all or part of the claim entitled to priority under 11 U.S.C. §507(a)?
      13 – Do you wish to add supporting documentation? (see page 6)
      14 – Signature

After completing the above sections and the reCAPTCHA process, click "Submit Claim" button.

Penalty for presenting fraudulent claim: **Fine of up to $500,000 or imprisonment for up to 5 years, or both.** 18 U.S.C. §§ 152, 157, and 3571.

✓ I'm not a robot

reCAPTCHA
Privacy - Terms
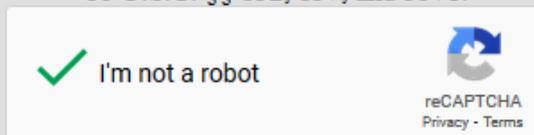
Submit Claim   Clear Form   ** Verify debtor name(s) prior to submitting claim to be filed.

See **Appendix I** for an example of the ePOC data entry screens.

Receive a confirmation screen.

Successful verification ...

Your claim was successfully filed in case number 13-40273.
Your claim number is 36.

Open in new window: Click 36 to view/print your filed claim.

Note: Any attachment(s) added will ***NOT*** *be available to view/print unless you have a Pacer account.*

File additional claims
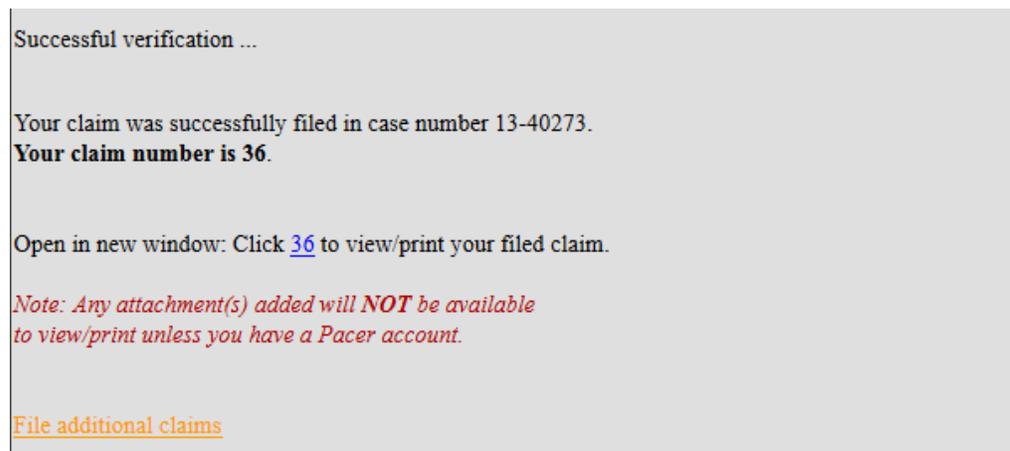
See **Appendix II** for an example of the Official Bankruptcy Proof of Claim (B410) Form.

Adding an Attachment for a Proof of Claim

External Filers who wish to provide parties in the case a list of supporting documents available for a Proof of Claim filing may use the Court's Exhibit Summary (Local Form 9) to create a list of the available supporting documents; convert that document to a PDF and then file that PDF as an attachment when filing the Proof of Claim.

NOTE: Exhibit Summary PDFs must comply with the Local Rules of the Bankruptcy Court for the Eastern District of Missouri, specifically L.R. 9040 and L.R. 9037.

At the Supporting Documentation screen, Creditors should click the "Browse" button to select the location of their PDF file of the supporting documentation for the Claim being filed.
DO NOT attach Form B410 – Proof of Claim
If multiple PDFs need to be filed for a Proof of Claim, click the "Add Attachment" button.
Once all PDFs have been attached, click the "File Proof of Claim" button.
When you are done adding attachments, click the "File Proof of Claim" button.

Receive a confirmation screen.

Click the link "File additional claims" to file more claims.

Filing an Amended Proof of Claim

From the Home page on the Court's web site, click the "E-Claims Actions" button.

Click the "File/Amend a Claim" link.

Home » Electronic Filing

Electronic Proof of Claim Filing/Supplementation/Withdrawal

Attention: The recommended browser for ePOC, eSUPP, and eWOC are Microsoft Edge or latest Mozilla Firefox. **ePOC, eSUPP, and eWOC do not work when using Chrome as your internet browser.** To avoid any errors in filing your claim only use Microsoft Edge or latest Mozilla Firefox.

ePOC (Electronic Proof of Claim Filing)

ePOC (Electronic Proof of Claim Filing) is a program designed to streamline claims processing by allowing Creditors to file a claim, amend a claim, and withdraw a claim via the internet. The ePOC program will automatically prepare the official Bankruptcy Proof of Claim (B410) form based on the information entered into the program. (Version 5.0 12/19/2016)

File/Amend a Claim

Enter the case number.
Enter the name of the Creditor.
Read the Redaction Notice and ensure the information being filed is in compliance.
Check the Redaction box.
Click the "Next" button.

File Claim

Case Number

Name of **Creditor**

Filed by Creditor

IMPORTANT NOTICE OF REDACTION RESPONSIBILITY: All filers must redact: Social Security or taxpayer-identification numbers; dates of birth; names of minor children; and financial account numbers, in compliance with Fed. R. Bankr. P. 9037. This requirement applies to all documents, including attachments.

☐ I understand that, if I file, I must comply with the redaction rules. I have read this notice.

Next

NOTE: This form should not be used to make a claim for an administrative expense arising after the commencement of the case. A "request" for payment of an administrative expense may be filed pursuant to 11 U.S.C. § 503.

Recent security enhancments require Internet Explorer 8 or the latest Chrome/Firefox web browser

Check the box for Amended Claim, which is located in section 4.

4. Does this claim amend one already filed? Yes ☑ No ☐

Court Claim Number: ▼ Filed on: ▼ ▼ ,

A warning message appears advising that only the original claimant (or transferee of the claim) should file an Amended Claim.
Click the "OK" button.

NOTE - you should only amend a claim if you are the original claimant or the transferee of the claim.

OK

From the drop down list, select the number of the Claim to be amended.
The "Filed on" date will automatically populate based on the claim number selected.

Court Claim Number: 18 ▼ Filed on: Jun ▼ 17 ▼ , 2013

After completing all sections and the reCAPTCHA process, click "Submit Claim" button.

Receive a confirmation screen.

Successful verification ...

Your claim was successfully filed in case number 13-40273.
Your claim number is 36.

Open in new window: Click 36 to view/print your filed claim.

*Note: Any attachment(s) added will **NOT** be available*
to view/print unless you have a Pacer account.

File additional claims

Withdrawing a Claim

When a Creditor wants to withdraw a Proof of Claim, they may complete a [Withdrawal of Claim Form](#) (Local Form 50). Do not include the Official Bankruptcy Proof of Claim Form (B410) that is being withdrawn as a part of the PDF document.

From the Home page on the Court's web site, click the "E-Claims Actions" button.

Click the "Withdraw a Claim" link.

eWOC (Electronic Withdrawal of Claim Filing)

eWOC (Electronic Withdrawal of Claim Filing) is a program designed to streamline withdrawals of claim by allowing Creditors to withdraw a claim or amended claim via the internet. The Bankruptcy Court has developed Local Form 50 (Withdrawal of Claim) to further ease the process of withdrawing claims. Filers should follow the instructions accompanying Local Form 50 to fill in the required information and then attach the completed PDF document when withdrawing their claim using eWOC.

Withdraw a Claim

Click the "Withdraw a Claim" button.

DO YOU WANT TO FILE A WITHDRAWAL OF CLAIM OR AN AMENDED CLAIM?

A **withdrawal of claim** is typically filed when the claim was filed in error and there are no funds due the creditor. If you file a withdrawal of claim in a case where you have received distributions from the Trustee, the Trustee will contact you regarding a refund of those funds.

An **amendment of a claim** is filed when there is a change in the amount due, the classification of the claim or if there is documentation that needs to be added or changed. If you wish to file an amended claim, click on "Proof of Claims" check the box to indicate the claim is amending a previously filed claim; and enter the pertinent information on the claim form.

[Withdraw Claim]   [Proof of Claims]

Enter the case number.
Enter the name of the Creditor.
Read the Redaction Notice and ensure the information being filed is in compliance.
Check the Redaction box.
Click the "Next" button.

File Notice of Withdrawal of Claim

Case Number [   ]

Name of **Creditor** [   ]

IMPORTANT NOTICE OF REDACTION RESPONSIBILITY: All filers must redact: Social Security or taxpayer-identification numbers; dates of birth; names of minor children; and financial account numbers, in compliance with Fed. R. Bankr. P. 9037. This requirement applies to all documents, including attachments.

[ ] I understand that, if I file, I must comply with the redaction rules. I have read this notice.

[Next]

Verify the case information to ensure the appropriate case and claims are displayed.
Check the box next to the claim number you wish to withdraw.

Case Number   13-40273
Debtor   **   Frosty Snowman
Joint Debtor   Fancy Snowman

Select Claim(s) to be Withdrawn

Claim	Creditor	Total Claimed	Filed
[ ] 5	Bank of America	$125000.0	06/04/2013
[ ] 18	Bank of America	$10000.0	06/17/2013

Documents:

- Documents are required to be PDF files.
- Documents are NOT to exceed 15 Mb in size.
- The Proof of Claim being withdrawn should NOT be attached to represent the withdrawal of claim document.

Select the Notice of Withdrawal of Claim (required) [Browse...] No file selected.

Creditors will need to browse their files for the PDF document that was previously created for this filing.

Complete the reCAPTCHA process and click the "Submit Withdrawal of Claim" button.

Case Number	19-40302
Debtor **	Baron Jackson

Select Claim(s) to be Withdrawn

Claim	Creditor	Total Claimed	Filed
⦿ 1	St. Louis Postal Credit Union	$1000.00	03/29/2021

Documents:

- Documents are required to be PDF files.
- Documents are NOT to exceed 15 Mb in size.
- The Proof of Claim being withdrawn should NOT be attached to represent the withdrawal of claim document. Instead, a Withdrawal of Claim document must be attached. The Bankruptcy Court has developed Local Form 50 to further ease the process of withdrawing claims. Filers should follow the instructions accompanying Local Form 50 to fill in the required information and then attach the completed PDF document when withdrawing their claim using eWOC.

Select the Notice of Withdrawal of Claim (required) [Browse...] LF 50.pdf

Penalty for making a false statement: **Fine of up to $500,000 or imprisonment for up to 5 years, or both.**
18 U.S.C. §§ 152 and 3571.

✓ I'm not a robot — reCAPTCHA Privacy - Terms

[Submit Withdrawal of Claim] [Clear Form]   ** Verify debtor name(s) prior to submitting withdrawal.

Receive a confirmation screen.

Successful verification ...

The following Withdrawal of Claim has been filed
Case Name: Baron Jackson
Case Number: 19-40302
Docket Text: Withdrawal of Claim Nos. 1 (St. Louis Postal Credit Union).

Notice of this filing will be electronically mailed to all attorney and trustee parties associated in this case.

File additional Withdrawals

Supplementing a Claim

When a Creditor wants to supplement a Proof of Claim by filing a (1) Notice of Post-petition Mortgage Fees, Expenses, and Charges (B 410S-2), (2) Proof of Claim Attachments 3001(c)(1) and (d) (B 410A), or (3) Supplemental Proof of Claim for CARES Forbearance Claim (B 4100S), filers should follow the instructions accompanying the various forms to fill in the required information. Once complete, filers will attach the PDF document when supplementing their claim using eSUPP.

To supplement a Proof of Claim using eSUPP, complete the following steps.

From the Home page on the Court's web site, click the "E-Claims Actions" button.

Click the "Supplement a Claim" link.

eSUPP (Electronic Proof of Claim Supplementation)

eSUPP (Electronic Proof of Claim Supplementation) is a program designed to streamline supplementing proofs of claims by allowing Creditors to file various supporting documents. These include: (1) Notice of Post-petition Mortgage Fees, Expenses, and Charges (B 410S-2), (2) Proof of Claim Attachments 3001(c)(1) and (d) (B 410A), and (3) Supplemental Proof of Claim for CARES Forbearance Claim (B 4100S). Filers should follow the instructions accompanying the various forms to fill in the required information and then attach the completed PDF document when supplementing their claim using eSUPP.

Supplement a Claim

Click the "Claim Supplement or Attachment" button.

Proof of Claim
410 Supplements or Attachments

By clicking "Claim Supplement or Attachment" below, the filer understands he/she is required to serve the notice submitted on the debtor, debtor's counsel, and the trustee and confirms that a certificate of service is attached to the Supplement.

Claim Supplement or Attachment

Enter the case number.
Enter the name of the Creditor or, if the specific name is unknown, leave the field blank.
Read the Redaction Notice and ensure the information being filed is in compliance.
Check the Redaction box.
Click the "Next" button.

File Claim Supplement or Attachment
Attention: The recommended browsers for ePOC are Microsoft Edge or latest Mozilla Firefox.
To avoid any errors in filing your claim do not use any other browser.

Case Number   21-40002   Find This Case
Example: 14-00002

Name of **Creditor**   ABC Bank
Filed by Creditor ⌄

IMPORTANT NOTICE OF REDACTION RESPONSIBILITY: All filers must redact: Social Security or taxpayer-identification numbers; dates of birth; names of minor children; and financial account numbers, in compliance with Fed. R. Bankr. P. 9037. This requirement applies to all documents, including attachments.

This is a restricted government website for official court business only. All activities of CM/ECF subscribers or users of this system for any purpose, and all access attempts, may be recorded and monitored by persons authorized by the federal judiciary for improper use, protection of system security, performance of maintenance and for appropriate management by the judiciary of its systems. By subscribing to CM/ECF, users expressly consent to system monitoring and to official access to data reviewed and created by them on the system. If evidence of unlawful activity is discovered, including unauthorized access attempts, it may be reported to law enforcement officials.

IMPORTANT WARNING: A person who files a fraudulent claim could be fined up to $500,000, imprisoned for up to 5 years, or both. 18 U.S.C. §§ 152, 157, and 3571.

☑ I understand that, if I file, I must comply with the redaction rules. I have read this notice.

Next

Verify the case information to ensure the appropriate case and claims are displayed.
Select the claim number you wish to supplement.

Case Number	21-40003
Debtor	Bob Wilson

Select Claim to be Supplemented

Claim	Creditor	Total Claimed	Filed
○ 1	Ameren Missouri	$475.00	01/15/2021
○ 2	Acceptance Now	$897.25	01/15/2021
⦿ 3	ABC Credit Union	$2589.25	02/23/2021
○ 4	Aargon Resolution Service	$2000.00	01/15/2021
○ 5	Bridgeton Emergency Group LLC	$3000.00	01/15/2021
○ 6	Many Choices Recovery Inc	$4000.00	01/15/2021
○ 7	Discover Financial Services	$4752.25	02/02/2021
○ 8	Parker Furniture	$478.25	02/02/2021
○ 9	ABC Credit Union	$258000.00	02/23/2021
○ 10	Fingerhut	$328.00	03/15/2021

☐ **Check this box if your claim was filed with the a different agency INSTEAD of the Court AND your claim is NOT listed above.
Otherwise, select the claim from the above list.**

Creditors will need to browse their files for the PDF document that was previously created for
this filing.
Select the type of supplement to be filed

Type of Supplement to be Filed (select one):

⦿ **Supplement 2 - Notice of Postpetition Fees, Expenses, and Charge**
○ **Proof of Claim Attachment 3001(c)(1) and (d)**
○ **Supplemental Proof of Claim for CARES Forbearance Claim**

Creditors will need to click the "Choose File" button to browse their files for the PDF document
they previously created for this filing.

Documents:

- Documents are required to be PDF files.
- Documents are NOT to exceed 15 Mb in size.
- The Proof of Claim being supplemented should NOT be attached. The **Supplement** and the **Certificate of Service** need to be attached as a single PDF.

Select the Supplemental PDF (required) [Choose File] form_4100s_0221_0.pdf

Complete the reCAPTCHA process and click Submit Supplement or Attachment

Penalty for making a false statement: **Fine of up to $500,000 or imprisonment for up to 5 years, or both.** 18 U.S.C. §§ 152 and 3571.

✓ I'm not a robot

reCAPTCHA
Privacy - Terms
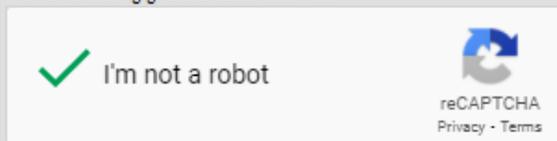
Submit Supplement or Attachment   Clear Form   ** Verify debtor name(s) prior to submitting supplement.

Receive a confirmation screen.

Successful verification ...

The following Supplement of Claim has been filed

Case Name: Bob Wilson
Case Number: 21-40003
Docket Text: Supplement of Claim No. 3 (ABC Credit Union).

File additional Supplements or Attachments

Appendix I – ePOC data entry screen

The following is an example of the data entry screen for submitting a Proof of Claim (Official Form B410) using the Electronic Proof of Claim (ePOC) program. Be aware that some fields are required to completed while other fields are optional. Hyperlinks to the instructions are provided for additional explanation of what information is to be provided in a specific field.

You selected "FILED BY" as CREDITOR. If this is incorrect, START OVER!!

ALL "Yes/No" Questions MUST be ANSWERED

CONFIRM this is the CORRECT Case

Debtor 1	**Frosty Snowman**
Debtor 2	**Fancy Snowman**
(Spouse, if filing)	
Case number:	**13-40273**

Fill in all the information about the claim as of the date the case was filed. That date is on the notice of bankruptcy (Form 309) that you received.

Part 1:   Identify the Claim

1. Creditor Name

Bank of America P.O. Box 79408
St. Louis, MO 63177

Telephone Number: [   ]
Email: [   ]

Other names the creditor used with the debtor
[   ]

2. Has this claim been acquired from someone else? Yes ☐ No ☑

3. Where should notices and payments to the creditor be sent?   (Notice Address Completed in Section 1)

Federal Rule of Bankruptcy Procedure (FRBP) 2002(g)

☐ CHECK if Payment Address differs from Notice Address

Uniform claim identifier for electronic payments in chapter 13 (if you use one):
[   ] *(See instructions)*

4. Does this claim amend one already filed? Yes ☐ No ☐

5. Do you know if anyone else has filed a proof of claim for this claim? Yes ☐ No ☐

Part 2:   Give Information About the Claim as of the Date the Case Was Filed

6. Do you have any number you use to identify the debtor? Yes ☐ No ☐

7. How much is the   [   ]   **Does this amount include interest or other charges?**
   claim? (required)   ☐ No
                                         ☐ Yes. Attach statement itemizing interest, fees, expenses, or other charges required by
                                            Bankruptcy Rule 3001(c)(2)(A).

If you have entered a claim amount of $0, the claim amount is unknown, or the claim is unliquidated, please enter a brief explanation.
Comment: [   ]

8. **What is the basis of the claim?** (required)	Examples: Goods sold, money loaned, lease, services performed, personal injury or wrongful death, or credit card.

Attach redacted copies of any documents supporting the claim required by Bankruptcy Rule 3001(c).

Limit disclosing information that is entitled to privacy, such as healthcare information.

(See instructions)

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9. **Is all or part of the claim secured?**

☑ No

☐ Yes. The claim is secured by a lien on property.

---

10. **Is this claim based on a lease?**

☑ No

☐ Yes. Amount necessary to cure any default as of the date of the petition. $ _____

---

11. **Is this claim subject to a right of setoff?**

☐ No

☐ Yes. Identify the property: _____

---

12. **Is all or part of the claim entitled to priority under 11 U.S.C. § 507(a)?**

☐ No

☐ Yes *Check all that apply:*

Amount entitled to priority

Documents: Attach redacted copies of any documents that show that the debt exists, a lien secures the debt, or both.

Also attach redacted copies of any documents that show perfection of any security interest or any assignments or transfers of the debt. In addition to the documents, a summary may be added. Federal Rule of Bankruptcy Procedure (called "Bankruptcy Rule") 3001(c) and (d). (*See instructions, and the definition of "redacted".*)

Attachments:

- Necessary documentation can be attached to the Proof of Claim after the information for the form is submitted.

- Attachments to the Proof of Claim are required to be PDF files.

- Attachments to the Proof of Claim are NOT to exceed 15 Mb in size.

- Multiple attachments to the Proof of Claim are permitted.

- **Do not upload a completed Proof of Claim form as an attachment to this filing.** Attaching a completed Proof of Claim will result in multiple versions of the form being filed (the electronically created proof of claim form plus the proof of claim attached). If filing an Amended Proof of Claim, the attachment of the previously filed claim is allowed.

Note: You will have the option to select files to upload for this claim once you click on the "Submit Claim" button below

Do you wish to attach supporting documentation? ○ Yes ○ No

Part 3:	Sign Below

The person completing this proof of claim must sign and date it. FRBP 9011(b).

If you file this claim electronically, FRBP 5005(a)(2) authorizes courts to establish local rules specifying what a signature is.

A person who files a fraudulent claim could be fined up to $500,000, imprisoned for up to 5 years, or both. 18 U.S.C. §§ 152, 157 and 3571.

Check the appropriate box: (required)

☐ I am the creditor.

☐ I am the creditor's attorney or authorized agent.

☐ I am the trustee, or the debtor, or their authorized agent. Bankruptcy Rule 3004.

☐ I am a guarantor, surety, endorser, or other codebtor. Bankruptcy Rule 3005.

I understand that an authorized signature on this Proof of Claim serves as an acknowledgment that when calculating the amount of the claim, the creditor gave the debtor credit for any payments received toward the debt.

I have examined the information in this Proof of Claim and have a reasonable belief that the information is true and correct.

I declare under penalty of perjury that the foregoing is true and correct.

Print the name of the person who is completing and signing this claim:

Signature* _____ *Type Full Name (required)

Title _____

Company _____
Identify the corporate servicer as the company if the authorized agent is a servicer

Address _____
Number and Street

(City, State, Zip) _____ ⌄ _____ – _____

Contact Phone: _____

Email: _____

Penalty for presenting fraudulent claim: **Fine of up to $500,000 or imprisonment for up to 5 years, or both.**
18 U.S.C. §§ 152, 157, and 3571.

☐ I'm not a robot   reCAPTCHA
Privacy - Terms

[Submit Claim] [Clear Form]   ** Verify debtor name(s) prior to submitting claim to be filed.

Appendix II – Proof of Claim (B410) Form created by ePOC

Fill in this information to identify the case:

Debtor 1   Baron Jackson

Debtor 2
(Spouse, if filing)

United States Bankruptcy Court   **Eastern District of Missouri**

Case number: **19-40302**

FILED

U.S. Bankruptcy Court
Eastern District of Missouri

3/29/2021

Dana C. McWay, Clerk

Sample Proof of Claim

Official Form 410
Proof of Claim   04/19

Read the instructions before filling out this form. This form is for making a claim for payment in a bankruptcy case. Do not use this form to make a request for payment of an administrative expense. Make such a request according to 11 U.S.C. § 503.

Filers must leave out or redact information that is entitled to privacy on this form or on any attached documents. Attach redacted copies of any documents that support the claim, such as promissory notes, purchase orders, invoices, itemized statements of running accounts, contracts, judgments, mortgages, and security agreements. **Do not send original documents;** they may be destroyed after scanning. If the documents are not available, explain in an attachment.

A person who files a fraudulent claim could be fined up to $500,000, imprisoned for up to 5 years, or both. 18 U.S.C. §§ 152, 157, and 3571.

Fill in all the information about the claim as of the date the case was filed. That date is on the notice of bankruptcy (Form 309) that you received.

Part 1:	Identify the Claim

1. Who is the current creditor?

St. Louis Postal Credit Union

Name of the current creditor (the person or entity to be paid for this claim)

Other names the creditor used with the debtor

2. Has this claim been acquired from someone else?

☑ No
☐ Yes. From whom?

3. Where should notices and payments to the creditor be sent?

Federal Rule of Bankruptcy Procedure (FRBP) 2002(g)

Where should notices to the creditor be sent?	Where should payments to the creditor be sent? (if different)
St. Louis Postal Credit Union	
Name	Name
1720 Market St., Rm. 1001 St. Louis, MO 63166-9865	
Contact phone 314-244-4500	Contact phone
Contact email	Contact email

Uniform claim identifier for electronic payments in chapter 13 (if you use one):

4. Does this claim amend one already filed?

☑ No
☐ Yes. Claim number on court claims registry (if known) _____   Filed on _____
                                                                                          MM / DD / YYYY

5. Do you know if anyone else has filed a proof of claim for this claim?

☑ No
☐ Yes. Who made the earlier filing?

Official Form 410   Proof of Claim   page 1

Part 2: Give Information About the Claim as of the Date the Case Was Filed   *Sample Proof of Claim*

6.Do you have any number you use to identify the debtor?	☐ No ☑ Yes. Last 4 digits of the debtor's account or any number you use to identify the debtor: 4567

7. How much is the claim? $ 1000.00

Does this amount include interest or other charges?
☑ No
☐ Yes. Attach statement itemizing interest, fees, expenses, or other charges required by Bankruptcy Rule 3001(c)(2)(A).

8. What is the basis of the claim?

Examples: Goods sold, money loaned, lease, services performed, personal injury or wrongful death, or credit card. Attach redacted copies of any documents supporting the claim required by Bankruptcy Rule 3001(c).

Limit disclosing information that is entitled to privacy, such as healthcare information.

Services performed

9. Is all or part of the claim secured?

☑ No
☐ Yes. The claim is secured by a lien on property.
    Nature of property:
    ☐ Real estate.   If the claim is secured by the debtor's principal residence, file a *Mortgage Proof of Claim Attachment* (Official Form 410–A) with this *Proof of Claim.*
    ☐ Motor vehicle
    ☐ Other. Describe: _____

    Basis for perfection: _____

    Attach redacted copies of documents, if any, that show evidence of perfection of a security interest (for example, a mortgage, lien, certificate of title, financing statement, or other document that shows the lien has been filed or recorded.)

    Value of property: $ _____

    Amount of the claim that is secured: $ _____

    Amount of the claim that is unsecured: $ _____   (The sum of the secured and unsecured amounts should match the amount in line 7.)

    Amount necessary to cure any default as of the date of the petition: $ _____

    Annual Interest Rate (when case was filed)   _____ %

    ☐ Fixed
    ☐ Variable

10. Is this claim based on a lease?

☑ No
☐ Yes. **Amount necessary to cure any default as of the date of the petition.** $ _____

11. Is this claim subject to a right of setoff?

☑ No
☐ Yes. Identify the property: _____

12. Is all or part of the claim entitled to priority under 11 U.S.C. § 507(a)?	☑ No ☐ Yes. *Check all that apply*:	Amount entitled to priority
A claim may be partly priority and partly nonpriority. For example, in some categories, the law limits the amount entitled to priority.	☐ Domestic support obligations (including alimony and child support) under 11 U.S.C. § 507(a)(1)(A) or (a)(1)(B).	$ _____
	☐ Up to $3,025* of deposits toward purchase, lease, or rental of property or services for personal, family, or household use. 11 U.S.C. § 507(a)(7).	$ _____
	☐ Wages, salaries, or commissions (up to $13,650*) earned within 180 days before the bankruptcy petition is filed or the debtor's business ends, whichever is earlier. 11 U.S.C. § 507(a)(4).	$ _____
	☐ Taxes or penalties owed to governmental units. 11 U.S.C. § 507(a)(8).	$ _____
	☐ Contributions to an employee benefit plan. 11 U.S.C. § 507(a)(5).	$ _____
	☐ Other. Specify subsection of 11 U.S.C. § 507(a)(_) that applies	$ _____
	* Amounts are subject to adjustment on 4/1/22 and every 3 years after that for cases begun on or after the date of adjustment.	

Part 3: Sign Below

| The person completing this proof of claim must sign and date it. FRBP 9011(b).

If you file this claim electronically, FRBP 5005(a)(2) authorizes courts to establish local rules specifying what a signature is.

A person who files a fraudulent claim could be fined up to $500,000, imprisoned for up to 5 years, or both. 18 U.S.C. §§ 152, 157 and 3571. | Check the appropriate box:

☑ I am the creditor.
☐ I am the creditor's attorney or authorized agent.
☐ I am the trustee, or the debtor, or their authorized agent. Bankruptcy Rule 3004.
☐ I am a guarantor, surety, endorser, or other codebtor. Bankruptcy Rule 3005.

I understand that an authorized signature on this Proof of Claim serves as an acknowledgment that when calculating the amount of the claim, the creditor gave the debtor credit for any payments received toward the debt.

I have examined the information in this Proof of Claim and have a reasonable belief that the information is true and correct.

I declare under penalty of perjury that the foregoing is true and correct. | **Sample Proof of Claim** |

Executed on date   3/29/2021
MM / DD / YYYY

/s/ Tim Jones
Signature

Print the name of the person who is completing and signing this claim:

Name   Tim Jones
First name   Middle name   Last name

Title   Vice President

Company   St. Louis Postal Credit Union
Identify the corporate servicer as the company if the authorized agent is a servicer

Address   1720 Market St., Rm. 1001
Number Street
St. Louis, MO 63166
City State ZIP Code

Contact phone _____   Email _____