





## **PAYMENTS TO SECURED CREDITORS**

\_\_\_\_\_ .. No Secured Debt

\_\_\_\_\_ .. No Secured Debt Payments Made During Reporting Period

\_\_\_\_\_ .. All Secured Debt Payments Made During Reporting Period Are Listed Below:

CREDITOR	COLLATERAL	DATE OF PAYMENT	AMOUNT
		AMOUNT	

## **PAYMENTS ON PRE-PETITION DEBT**

\_\_\_\_\_ .. No payments have been made on pre-petition unsecured debt during the reporting period.

\_\_\_\_\_ .. All payments made on pre-petition unsecured debt during reporting period are listed below:

CREDITOR	COLLATERAL	DATE OF PAYMENT	AMOUNT

# BANK ACCOUNTS

**ALL BANK STATEMENTS MUST BE ATTACHED  
FOR EACH ACCOUNT. PLEASE REPRODUCE THIS PAGE  
AND COMPLETE A SEPARATE PAGE FOR EACH ACCOUNT.  
ATTACH BANK STATEMENT TO CORRESPONDING PAGE.**

Name of Bank: \_\_\_\_\_

Address: \_\_\_\_\_

Street and/or P. O. Box Number

\_\_\_\_\_

City

\_\_\_\_\_

State

\_\_\_\_\_

Zip Code

Type of Account:  
(i.e., Payroll, Tax, Operating): \_\_\_\_\_

Account Number: \_\_\_\_\_

DATE PERIOD BEGINS: \_\_\_\_\_

Ending Balance (per the attached  
bank statement for this period) \$ \_\_\_\_\_

Outstanding Deposits and Other  
Credits Not On Statement \$ \_\_\_\_\_

Outstanding Checks and Other  
Debits Not On Statement \$ \_\_\_\_\_

Ending Reconciled Balance\* \$ \_\_\_\_\_

DATE PERIOD ENDS: \_\_\_\_\_

Highest Daily Balance During Above Period \$ \_\_\_\_\_

\*The sum of the ending balances of all accounts must reconcile with the Ending Cash Position on the Cash Receipts and Disbursements page.

# SALARY/COMMISSION/INDEPENDENT CONTRACTOR PAYMENTS

Insiders\* (List name(s) and describe type of insider):

NAME	TYPE	AMOUNT PAID
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

**Non-Insider Employees:**

Type (i.e., Salaried, Wage)

	AMOUNT PAID
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

**Commission/Bonus Payments:**

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

**Independent Contractors:**

NAME	TYPE	AMOUNT PAID
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

**Total Salary/Wage/Commission/  
Payments**

\$ \_\_\_\_\_  
\_\_\_\_\_

\* "Insider" is defined in 11U.S.C. Sec101(31)

## SALES/ACCOUNTS RECEIVABLE

- I. Accounts Receivable Pending As of: \_\_\_\_\_  
 (Date of Reporting Period)
- II. Sales (gross) During Reporting Period: \$ \_\_\_\_\_
- III. Collections of Accounts Receivable  
 During Reporting Period: \$ \_\_\_\_\_
- IV. New Accounts Receivables Generated  
 During Reporting Period: \$ \_\_\_\_\_

Pending Pre & Post Petition	Total	Collectible	Uncollectible
0-30 DAYS	\$ _____	\$ _____	\$ _____
31-60 DAYS	\$ _____	\$ _____	\$ _____
61-90 DAYS	\$ _____	\$ _____	\$ _____
91-120 DAYS	\$ _____	\$ _____	\$ _____
120 DAYS AND OVER	\$ _____	\$ _____	\$ _____
<b>TOTAL</b>	\$ _____	\$ _____	\$ _____

## INVENTORY (Cost Basis)

Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

### LIST BY CATEGORY OF INVENTORY USED FOR PRODUCTION OR RESALE\*:

CATEGORY	BEGINNING	USED	ADDED	ADJUSTED	ENDING
	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>TOTALS</b>	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

\* Exclude capital items such as machinery and equipment and consumable items such as fuel and general supplies.



## AFFIRMATIONS

1. Yes \_\_\_\_\_ No \_\_\_\_\_ All tangible assets of this bankruptcy estate are adequately and properly insured and all other insurance required by law or prudent business judgment are in force.
2. Yes \_\_\_\_\_ No \_\_\_\_\_ All insurance policies and renewals if applicable, have been submitted to the Bankruptcy Administrator.
3. Yes \_\_\_\_\_ No \_\_\_\_\_ All tax returns have been filed timely and payments made. Copies of returns have been filed post-petition have been submitted to the Bankruptcy Administrator.
4. Yes \_\_\_\_\_ No\* \_\_\_\_\_ All post-petition taxes have been paid or deposited into a designated tax account.
5. Yes \_\_\_\_\_ No \_\_\_\_\_ New Debtor-In-Possession (DIP) bank accounts have been opened and have been reconciled.
6. Yes \_\_\_\_\_ No \_\_\_\_\_ New DIP financial books and records have been opened and are being maintained monthly and are current.

\* If the response is "no", a listing must appear on the Accrued Post-Petition Liabilities sheet. The listing must include the name of the taxing authority, type of tax, the amount due and the period the tax was incurred.