Best Case

Best Case® Bankruptcy
Custom Chapter 13 Plan

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Middle District of Louisiana Chapter 13 Plan

Instructions and Plan Settings

February 2009

This custom Chapter 13 Plan is available as an Add-On for an additional fee. If you have purchased our 7 & 13, Full or Network package but have not purchased this Add-On, you will have access to the plan calculator but the plan itself will function in Demo mode. **To use this plan, you will need to install the Middle District of Louisiana Custom Plan Classes (LA-M-ZZ) jurisdiction**. If you are upgrading from an earlier version of Best Case Bankruptcy, after installing the new jurisdiction, you can reselect the jurisdiction in the Voluntary Petition to use this custom plan for existing cases.

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Disclaimer Regarding Local Chapter 13 Plans

Our goal is to make preparation of local Chapter 13 plans as easy as possible. As always, we welcome any suggestions and feedback you might have.

It is important to understand that because these local plans vary greatly, we sometimes have to resort to methods of entering information that are less straightforward and that require closer attention on the part of the user than other areas of the software. Additionally, the Chapter 13 plan by its very nature is probably the most complicated document filed in a consumer bankruptcy case and requires detailed legal knowledge.

Please understand that you must always proofread every plan to ensure that it has printed as expected and that the plan accurately reflects the debtor's intentions. This software is far from foolproof. It is very possible for an inexperienced user to produce an incomplete or inaccurate plan. ***It is the responsibility of the attorney to review every plan prior to filing it.***

Best Case Solutions' technical support staff can advise you on the operation of the software, such as how to get a claim to print as you want on the form, but the actual decision about how to classify a given claim is a legal question that must be resolved by the responsible attorney. ***The Best Case technical support staff does not and can not dispense legal advice.***

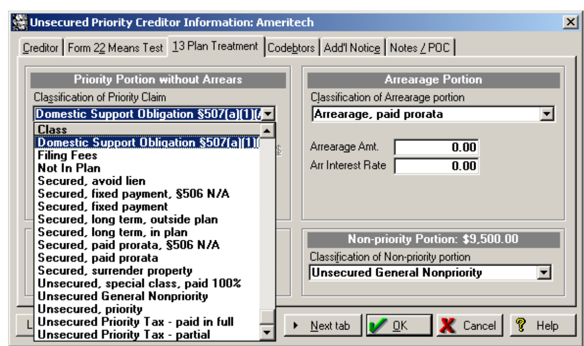
In addition, your local trustee can modify or change the Chapter 13 plan requirements, practices or the format of the plan at any time. ***It is the responsibility of the attorney representing the debtor to ensure that local rules and practices are adhered to.***

Notes about this Custom 13 Plan

- **Attorney's Fees and Filing Fees:** You can input attorney's fees and filing fees to be paid through the plan in the Claims tab of the Chapter 13 Plan Calculator. Attorney's fees will appear in paragraph 2. Priority Claims. The filing fees paid through the plan will be listed in paragraph 8. Attorney's Fees for Debtor's Counsel.

- **Arrearages**: Arrearages are not treated separately in your custom plan except for domestic support obligations and home mortgages. For arrearages on all other claims, you will always include the Arrearage amount in the Claim Amount field in the Creditor tab, and you will also leave the Arrearage amount at $0.00 on the 13 Plan Treatment tab.

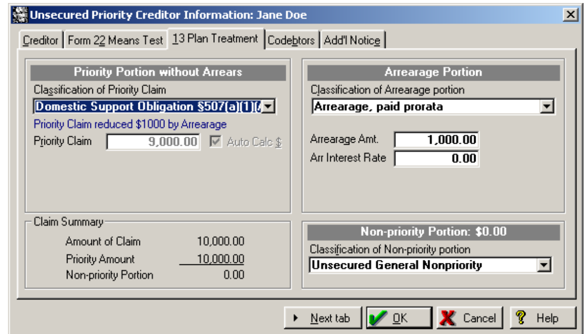
- **Classifying Claims: For a Plan with Custom Classes:** As you enter creditors into Schedules D, E and F in Chapter 13 cases, you'll notice a "13 Plan Treatment" tab at the top of the creditor entry window for each creditor. Use this tab to specify how you want each creditor treated under the 13 Plan by assigning a treatment class to the creditor.



  The treatment classes determine when the creditor will be paid in relation to other creditors, whether the claim will be paid through the plan or outside the plan, whether it will be paid in pro rata or fixed installments, and whether the claim needs to be paid in full or not. The treatment class also determines under which section of the plan the claim information will print and whether or not the claim will extend beyond the life of the plan.
  In addition to the standard Best Case plan classes, the custom plan format for this district also uses two custom plan classes to aid in the handling of claims:
  - **Unsecured Priority Tax - paid in full** - use this classification for any priority tax claims listed in section 2.B that will be paid in full.
  - **Unsecured Priority Tax - partial** - use this plan class for priority tax claims listed in 2.B that will not be paid in full. *(Note that unsecured priority claims are paid in full up to the priority amount specified in the Creditor information tab for the claim. If the priority amount matches the claim amount, the claim will be paid in full even if it is classified as a partially paid claim.)*

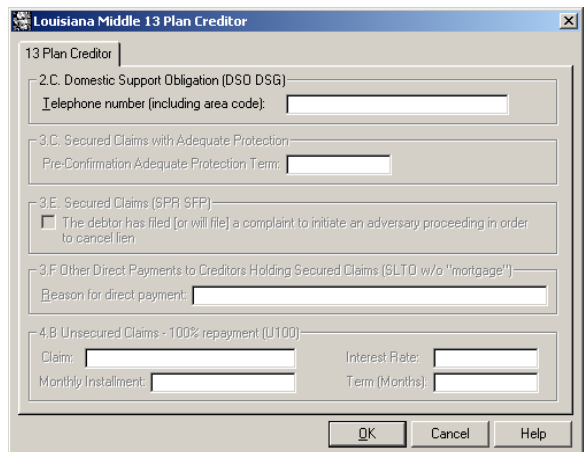
- **Curing Arrearages on Domestic Support Obligations through the Plan:** Generally, the debtor will pay post petition Domestic Support Obligations directly to the creditor, so the claim amount is not included in plan payment calculations. However, Section 2.C.2 of your custom plan lists the arrearage amount for any Domestic Support Obligation owed to an individual, and Section 2.C.3 lists the arrearage amounts for Domestic Support Obligations owed to governmental units.

  If you have a Domestic Support Obligation with an arrearage that you want to pay through the plan:

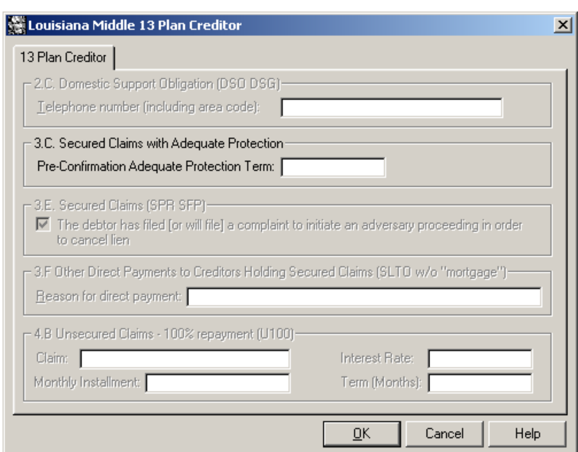
  

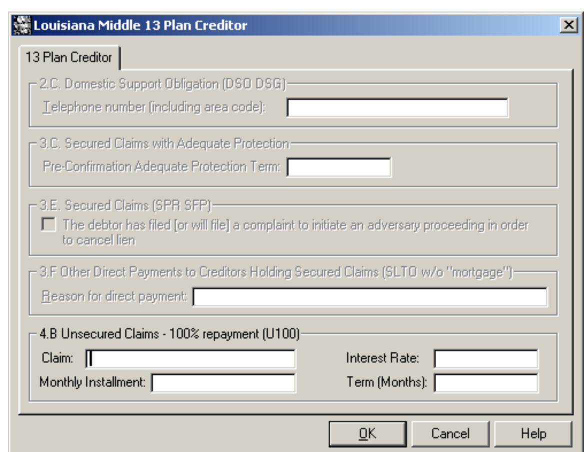
  1. Include the arrearage in the Claim amount in the creditor information tab.
  2. Open the 13 Plan Treatment tab and classify the priority portion of the claim as **Domestic Support Obligation §507(a)(1)(A)** or **Domestic Support Government §507(a)(1)(B)**.
  3. Enter the arrearage amount in the Arrearage section of the 13 Plan Treatment tab.
  4. Classify the arrearage portion of the claim as either **Arrearage, paid prorata** or **Arrearage, fixed payment**.
  5. Fill in the Arrearage Interest Rate, and the fixed payment information if applicable.
  6. Click **OK** to save your changes

- **Custom Entry Screens**: Your plan includes two custom entry screens in which you can enter additional information on your Chapter 13 Plan.

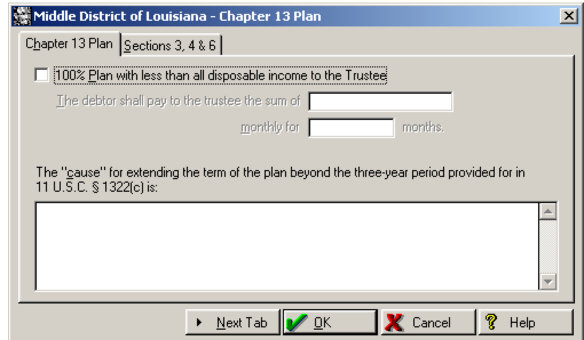
  

  - A special **Louisiana Middle 13 Plan Creditor** entry screen has been added to allow you to enter additional information for creditors in 2.C 1 & 2, 3.C, 3.E, 3.F and 4.B. To access this screen: open a creditor on Schedule D or Schedule F. Click the 13 Plan Treatment tab, and then click the **Local 13 Plan Treatment** button, located in the lower left corner of the creditor entry screen.





- Use the **Middle District of Louisiana - Chapter 13 Plan** entry screen to enter additional information for the Chapter 13 Plan details and for sections 3.A.ii., 4.A and 6 of your Chapter 13 Plan. To access this screen, pictured below, open the Chapter 13 Plan Calculator then click the **LAM 13 Plan Info** button in the upper right corner.



- **Form Preference**: Your custom plan includes a special form preference which allows you to add text in paragraph 10 - Other Matters. To access the Form Preference window: (1) Highlight the Chapter 13 Plan on the Forms and Schedules Menu for the client. (2) Click Setup/Edit Form Preferences. (3) Highlight the form preference and click Change. (4) Enter your text, and click OK to save. (5) Click Close on the next screen to return to the Forms and Schedules Menu.

How Information You Enter Relates to the Printed Plan

Caption

The division name for the caption on the first page of the Chapter 13 Plan is taken from the jurisdiction name in the jurisdiction section of your Setup Menu. *Note that if there is a tilde character ~ in your jurisdiction name, it will not print on the plan nor will any text following the tilde.*

Debtor's Name and Other Case Information

The name and chapter are drawn from the information entered on the Voluntary Petition, as is the case number if applicable.

Chapter 13 Plan Information

Form Title

If there are any secured claims paid through the plan, Best Case will add "[MOTION FOR FRBP RULE 3012 VALUATION HEARING]" to the title of the plan.

Amended or Original Plan

- By default Best Case will check the box indicating an Original Plan.
- To specify an amended plan, select the option to print "Amended" in the form title when you print the form or prepare a PDF for electronic filing.
- The Date Amended is the date that you specify for the signature lines when you print the form or create a PDF of it.

Plan Payments and Term

All Disposable Income: By default, Best Case will print the following paragraph here:

"The debtor's future earnings are submitted to the supervision and control of the trustee, and the debtor shall pay to the trustee all disposable income in the amount of $**Payment Amount** monthly for **Plan Length** months."*

- **Payment Amount** is the regular monthly payment entered in the first payment field in the Summary tab of the Chapter 13 Plan Calculator
- **Plan Length** is the total length of the plan.

A Portion of Disposable Income

Use the **Middle District of Louisiana - Chapter 13 Plan** to change to paragraph indicating that:

"A portion of the debtor's future earnings sufficient to fund the following full payment plan is submitted to the supervision and control of the trustee, and the debtor shall pay to the trustee the sum of $_**Payment Amount**_ monthly for _**Length**_ months."*

- To add this text: Open the Chapter 13 Plan Calculator, and then click the LAM 13 Plan Info button in the upper right corner. Check the box labeled **"100% Plan with less than all disposable income to the Trustee."**
- **Payment Amount** is the payment amount you specify in the Middle District of Louisiana custom entry screen.
- **Length is the term** you specify in the Middle District of Louisiana custom entry screen.

*__Lump Sum/ Step Plans__

Note that no matter which paragraph prints, if the plan is a step plan, or if it includes lump sum payments, an asterisk prints after the payment amount. The steps and/or lump sum payment details are printed in the Section 10, Other Matters.

Cause for Extension

If there is any text entered in the Cause for Extension text field in the **Middle District of Louisiana - Chapter 13 Plan** custom entry screen, Best Case will print that text here immediately preceded by the phrase: "The "cause" for extending the term of the plan beyond the three year period provided for in 11 U.S.C. ' 1322(c) is…"
To enter a cause for extension: Open the Chapter 13 Plan Calculator, and then click the **LAM 13 Plan Info** button in the upper right corner. Enter the reason.

1. Trustee Claims

Best Case prints the total trustees fees paid through the plan. This number is calculated based on the trustee percentage designated in the 13 Plan Tab of the Middle District of Louisiana setup screen. The default is 10%, to change this number: 1) Close every open window in Best Case until you have a blank Best Case screen in front of you; 2)Select Setup>Jurisdictions from the menu bar in the top,left corner of Best Case; 3) Double-click on **LA-M-ZZ - Middle District of Louisiana**; 4) Go to the 13 Plan tab; 5) Enter the new percentage amount, and then click **OK**.

2. Priority Claims

A. Attorney Fees

Data that prints in this section is taken from a combination of the data you enter in the Attorney Compensation Statement, the Voluntary Petition and the Claims tab of the Chapter 13 Plan Calculator.

Plan Headings:

- **Attorney Name** is the name of the filing attorney specified in the Filing Information tab of the Voluntary Petition.
- **Total Fees** represents the amount entered for the compensation promised in the Compensation Statement.
- **Fees Paid Directly by Debtor** equals the amount entered for the compensation received in the Compensation Statement.
- **Fees to be paid in Plan:** Enter the attorney fees to be paid through the plan in the Claims tab of the Chapter 13 Plan Calculator.
- **Term** represents the number of months needed to pay the attorney fees through the plan. By default Attorney fees will be paid pro-rata as a top priority claim.
- **Monthly Installment** is the average monthly payment made toward the fees through the plan.

B. Priority Tax Claims

This section of the plan will print data for any creditors classified as **Unsecured Priority Tax - paid in full (UPTF)** or **Unsecured Priority Tax - partial (UPTP)***. Only claims classified as UPTF or UPTP will print in this section, other priority claims (i.e. claims classified as Unsecured Priority) will be included in Section 10 - Other matters.

► **Note:** Unsecured priority claims are paid in full up to the priority amount specified in the Creditor information tab for the claim. If the priority amount matches the claim amount, the claim will be paid in full even if it is classified as a partially paid claim.

Plan Headings:

- **Name of Creditor** is the Creditor Name as entered in the Creditor Information tab.
- **Value of Claim** is the priority amount as entered in the Creditor Information tab.
- **Annual Interest Rate:** Best Case prints the interest rate you specify in the 13 Plan Treatment Calculator.
- **Term** represents the number of months needed to pay the attorney fees through the plan. By default Attorney fees will be paid pro-rata as a top priority claim.
- **Monthly Installment** is the average monthly payment made toward the fees through the plan.

*The Following text prints in this section if there are any claims classified as **UPTP**: "The plan provides for less than full payment of amounts owed for a claim entitled to priority under 11 U.S.C. § 507 pursuant to § 1322(a)(4)."

C. Domestic Support Obligations

1. Ongoing DSO Claims

If there are any claims classified as **Domestic Support Obligation 507(a)(1)(A) - (DSO)** , they will be listed in this section. If there are no **DSO** claims, the box indicating none will be checked.

Plan Headings:

- **Name of DSO claim holder** is the Creditor Name as entered in the Creditor Information tab.
- **Address, city and state:** This information is taken from corresponding fields in the Creditor Information tab.
- **Zip** is the creditor's zip code as entered in the Creditor Information tab.
- **Telephone Number:** To enter a phone number, open the creditor's 13 Plan Treatment tab and classify the priority portion of the claim as **Domestic Support Obligation §507(a)(1)(A)** or **Domestic Support Government §507(a)(1)(B).** Click the **Local 13 Plan Info** button located in the lower left corner of the 13 Plan Treatment tab. Enter the phone number in the field provided. Click **OK** to save your changes and return to the 13 Plan Treatment tab.

2. Pre Petition Child Support Arrearages

Any claim classified as **Domestic Support Obligation 507(a)(1)(A)** will appear in this section if it includes an arrearage amount greater than $0.00 to be paid through the plan. *(See Notes about this Custom 13 Plan on page2 for more information on entering DSO arrearages in Best Case.)*

If no creditor classified as a **DSO** contains an arrearage portion, Best Case automatically checks the box labeled **"None"**.

Plan Headings:

- **Name, address and Phone Number:** The Creditor Name and Address are taken from the information entered in the Creditor Information tab. To enter a phone number, open the creditor's 13 Plan Treatment tab, and Click the **Local 13 Plan Info** button in the lower left corner. Enter the phone number in the field provided.

- **Arrearage Claim** equals the arrearage amount entered in the 13 Plan Treatment Tab.
- **Term Monthly Installments:** If the arrearage portion of the claim is classified as **Arrearage, fixed payment (ARR)**, the estimated payment and term equal the arrearage payment and number of month entered in the 13 Plan Treatment tab. If the arrearage is classified as **Arrearage, paid prorata (ARPR)**, the estimated payment is the average pro rata payment for the arrearage claim as computed by the Chapter 13 Calculator, and the term is the number of months needed to pay the pro rata claim.

3. Domestic Support Obligation Claims Assigned or Owed to a Governmental Unit

Any claim classified as a **Domestic Support Govt. 507(a)(1)(B) - (DSG)** prints in this section of the plan.

If there are no **DSG** creditors in the plan, Best Case automatically checks the box labeled **"None"**.

Plan Headings:

- **Name, address and Phone Number:** The Creditor Name and Address are taken from the information entered in the Creditor Information tab. To enter a phone number, open the creditor's 13 Plan Treatment tab, and Click the **Local 13 Plan Info** button in the lower left corner. Enter the phone number in the field provided.
- **Arrearage Claim** equals the arrearage amount entered in the 13 Plan Treatment Tab. *(See Notes about this Custom 13 Plan on page2 for more information on entering DSG arrearages in Best Case.)*
- **Monthly Payment Amount:** If the arrearage portion of the claim is classified as **Arrearage, fixed payment (ARR)**, the estimated payment equals the arrearage payment amount entered in the 13 Plan Treatment tab. If the arrearage is classified as **Arrearage, paid prorata (ARPR)**, the estimated payment is the average pro rata payment for the arrearage claim as computed by the Chapter 13 Calculator.

3. Secured Claims

A. Principle Residence

i. Current Payments

This section of the plan lists any mortgage payments the debtor will continue to make directly to the creditor. If a claim is classified as **Secured, long term, outside plan (SLTO)** and it includes the word *"mortgage"* in the Nature of Lien field, it will print in section 3.A.i of the plan. If the claim has an arrearage that wish to pay through the plan, you can specify the arrearage amount in the 13 Plan Treatment tab for the creditor, and it will be included with the other creditor information in section 3.A.ii.

Plan Headings:

- **Lien Holder** is the creditor name as entered in the Creditor Information tab.
- **Security Interest** equals the total claim amount entered in the Creditor Information tab.
- **Property Description** is taken from the corresponding field in the Creditor Information tab.
- **Monthly Collateral Installment** is the monthly payment you enter for the secured portion of the claim in the 13 Plan Treatment tab.

ii. Cure of Arrearages

The arrearage information for any claim classified as **SLTO** will print here if the arrearage amount is greater than $0.00.

Plan Headings:

- **Lien Holder** is the creditor name as entered in the Creditor Information tab.
- **Total Amount of Arrearages** equals the arrearage amount entered in the 13 Plan Treatment Tab.
- **Annual Interest Rate** is the arrearage interest rate you enter in the 13 Plan treatment tab.
- **Term** is the number of monthly payments made to cure the arrearage.
- **Projected monthly arrearage payment:** If the arrearage portion of the claim is classified as **Arrearage, fixed payment (ARR)**, the estimated payment equals the arrearage payment entered in the 13 Plan Treatment tab. If the arrearage is classified as **Arrearage, paid prorata (ARPR)**, the estimated payment is the average pro rata payment for the arrearage claim as computed by the Chapter 13 Calculator.

If applicable…: To enter additional applicable text for the handling of arrearage claims, Open the Chapter 13 Plan Calculator, and then click the **LAM 13 Plan Info** button in the upper right corner. Go to the **Sections 3, 4, & 6** tab. Enter the additional text in the field provided, or click the Text button to select one of three default choices:

- Total includes attorney's fees, costs, late charges of $__ and interest rate of__ % (Note that you must add the late charges and interest yourself).
- Total includes pre-petition principal and interest or principal only.
- Confirmation of this plan shall constitute the cure of any default to a lien holder on the principal residence under any security agreement notwithstanding that the time for reinstatement has expired under the terms of the security agreement.

B. Surrender of Property

Any claim classified as **Secured, surrender property (SSR)** will be included in this section of the plan.

Plan Headings:

- **Lien Holder** is the creditor name as entered in the Creditor Information tab.
- **Amount of Secured Claim** equals the total claim amount entered in the Creditor Information tab.
- **Description of Collateral** is taken from the corresponding field in the Creditor Information tab.

C. Pre-Confirmation adequate protection payments

If the debtor will be making pre-confirmation adequate protection payments on any secured claims, you can enter that information in the **Pre-Con Adequate Protection Payment** field in the 13 Plan Treatment tab for all creditors on Schedule D.

Information for any secured claim listed on Schedule D prints here if you enter in a **pre-confirmation adequate protection payment amount** in the 13 Plan Treatment tab for the creditor.

Plan Headings:

- **Creditor name, address, and last four digits of account number** are taken from the corresponding fields in the Creditor Information tab.
- **Security** is taken from the Description of Property on the Creditor Information tab.
- **Amount of Claim** is the claim amount you specify in the Creditor Information tab.
- **Term:** To enter a term for the payments, open the creditor's 13 Plan Treatment tab, and Click the **Local 13 Plan Info** button in the lower left corner. Enter the term in the field provided.

- **Monthly Installment** is equal to the pre-confirmation adequate protection payment you entered in the 13 Plan Treatment tab.

D. Secured Claims not Determined under 11 U.S.C. § 506

Claims listed in this subsection consist of debts secured by a purchase money security interest in a vehicle for which the debt was incurred within 910 days of filing the bankruptcy petition, or, claims secured by any other personal property for which the debt was incurred within 1 year of filing. Any claim classified as **Secured, fixed payment, 506 N/A (SF5)** or **Secured, paid prorata, 506 N/A (SP5)** is listed in this section of the plan. *(**Note:** if you classify a claim as **SF5** or **SP5**, and it includes an unsecured portion, you can check the **"Pay Full Claim as Secured"** checkbox in the 13 Plan Treatment tab for the creditor if you want the Chapter 13 Calculator to include the unsecured portion as part of the secured claim when it calculates the plan payments.)*

Plan Headings:

- **Name of Creditor** is taken from the corresponding field in the Creditor Information tab.
- **Description of Property** is taken from the property description you enter the Creditor Information tab.
- **Claim Amount** is the claim amount as entered in the Creditor Information tab.
- **Interest Rate** equals the interest rate entered for the creditor on the 13 Plan Treatment tab.
- **Monthly Installment:** If the claim is classified as **SF5**, the estimated payment equals the regular payment entered in the 13 Plan Treatment tab. If the claim is classified as **SP5**, the estimated payment is the average pro rata payment for the claim as computed by the Chapter 13 Calculator.

E. Secured Claims Determined under 11 U.S.C. § 506

This section of the plan lists any claims secured by personal property that are not listed in Section 3.D of the plan, as described above. Any claim classified as **Secured, fixed payment (SFP)**, or **Secured, paid prorata (SPR)** is listed in this section of the plan.

Plan Headings:

- **Name of Creditor** is taken from the corresponding field in the Creditor Information tab.
- **Description of Property** is taken from the property description you enter the Creditor Information tab.
- **Value of Claim** is the amount of the Secured Portion of the claim as specified in the 13 Plan Treatment tab.
- **Interest Rate** equals the interest rate entered for the creditor on the 13 Plan Treatment tab.
- **Term** is the number of monthly payments made to the claimant. If the claim is classified as **SFP**, the term will be the number of months you specify for the Secured Portion in the 13 Plan Treatment tab. If the claim is classified as **SPR**, the term is determined by the 13 Plan Calculator.
- **Monthly Installment:** If the claim is classified as **SFP**, the estimated payment equals the regular payment entered in the 13 Plan Treatment tab. If the claim is classified as **SP5**, the estimated payment is the average pro rata payment for the claim as computed by the Chapter 13 Calculator.

The debtor has filed or will file a complaint to initiate an adversary proceeding in order to cancel an allegedly avoidable lien securing the claim of __________________.

- To add a creditor name to this sentence: Open any **SFP**, or **SPR** claim to the 13 Plan Treatment tab. Click the **Local 13 Plan Info** button in the lower left corner, and then check the box indicating that "The debtor has filed or will file a complaint to initiate an adversary proceeding…"

F. Other Direct Payments to Creditors Holding Secured Claims

This section of the plan lists any payments the debtor will continue to make directly to the creditor. If a claim is classified as **Secured, long term, outside plan (SLTO)** and it ***does not include*** the word *"mortgage"* in the Nature of Lien field, it will print in this section of the plan.

Plan Headings:

- **Creditor** is the creditor name as entered in the Creditor Information tab.
- **Security Interest** is the claim amount you specify in the Creditor Information tab.
- **Description of Property** is taken from the corresponding field in the Creditor Information tab.
- **Monthly Installment** is equal to the payment you entered in the 13 Plan Treatment tab.
- To specify a **Reason for Direct Payment:** Open the Schedule D creditor to the 13 Plan Treatment tab. Click the **Local 13 Plan Info** button in the lower left corner. Enter the reason in the field provided.

4. Unsecured Claims

A. Class A Unsecured Claims

This section of the plan contains a summary of the totals for all claims classified as **Unsecured General Nonpriority (UGEN)**.

Plan Headings:

- **Aggregate Amount of Unsecured Claims** equals the total of all Unsecured General Non-priority Claims. This number includes the unsecured portion of any claims listed on Schedule D, as well as the non-priority portion of any claims listed on Schedule E.
- **Interest Rate:** To enter an interest rate for Unsecured Claims, open the Chapter 13 Plan Calculator, and then click the **LAM 13 Plan Info** button in the upper right corner. Go to the **Sections 3, 4, & 6** tab. Enter the interest rate in the field provided. *(**Note:** The Chapter 13 Plan calculator does not automatically calculate interest paid to UGEN claims. If you want the interest rate reflected in the 13 Plan calculations, you will need to calculate the total interest to be paid to these creditors over the life of the plan, and then insert a dummy creditor on Schedule F with a claim amount equal to the total interest to be paid.)*
- **Term** is the total number of payments made to **UGEN** creditors as determined by the Chapter 13 Plan Calculator.
- **Monthly Installment** is the average monthly payment to **UGEN** creditors as calculated by the 13 Plan Calculator.

► ***Note:*** *The* ***percentage paid*** *to UGEN claims is calculated based on the percentage you designate to be paid to unsecured, non-priority claims in the Chapter 13 Plan Summary screen. For more information about changing the payments to unsecured creditors, consult the* ***Chapter 13: Plan Summary Tab*** *section of your user's manual or the help file.*

B. Class B Unsecured Claims (Co-Debtor is Liable)

Claims classified as **Unsecured, special class, paid 100% (U100)** are printed here.

Plan Headings:

- **Name of Creditor** is the creditor name as entered in the Creditor Information tab.
- **Original Claim Information from Debt Instrument:** To enter the original **Claim Amount**, **Monthly Installment**, **Interest Rate** and **Term** for any **U100** claim: 1) Open the claim on Schedule F and go to the 13 Plan Treatment tab. 2) Click the **Local 13 Plan Info** button. 3) Enter the data in the fields provided.
- **Monthly Installment Under Plan** is the average pro rata payment as calculated by the 13 Plan Calculator.

5. **Liquidation Value**

   Liquidation Value of the Estate: Best Case prints the Total Available to General Unsecured claims from the Liquidation Analysis. You can review this number in the Liquidation tab of the Chapter 13 Plan Calculator.

6. **Present Value of Payments to Class A Unsecured Creditors**

   - To enter an **Annual Discount Rate:** Open the Chapter 13 Plan Calculator, and then click the **LAM 13 Plan Info** button in the upper right corner. Go to the **Sections 3, 4, & 6** tab. Enter the discount rate in the field provided.
   - **Present Value of Payments:** Best Case prints the total amount paid to Unsecured, general non-priority creditors through the plan.

7. **Executory Contracts and Unexpired Leases**

   To make the contract or lease appear in this section of the plan, you will first enter the item in Schedule G. In the Intention section, select the corresponding radio button to answer whether the Debtor will "Assume" or "Reject" the contract or lease. **If you do not select an intention, it will not appear in this section.**

   Plan Headings:

   - **Lease/Executory Contract Description** represents the Other Party Name and the Description of Contract or Lease you enter for the lease holder in Schedule G.
   - **Assume/Reject:** Best Case prints *"Assume"* or *"Reject"* based on the intention you specify in the Schedule G entry screen.

8. **Attorney's Fees for Debtor's Counsel**

   - **Debtor's Attorney has been paid or promised:** Best Case prints the amount of the total compensation promised as you entered it in the Attorney Compensation Statement.
   - **Fees to Reimburse Court Costs:** Best Case prints the amount you enter for Filing Fees to be Paid through the Plan in the Claims tab of the Chapter 13 Plan Calculator.

9. **Vesting of Property**

   No data prints here.

10. **Other Matters**

    - If a claim is classified as **Secured, long term, in plan (SLTP)**, the name of the creditor will print here along with the regular monthly payment and language indicating that the Trustee will make the regular payments throughout the length of the plan.
    - If a claim is classified as **Secured, avoid lien (SAL),** the name of the creditor will print here, followed by the language *"Debtor(s) intend to avoid lien under 522(f)(1) or 522(f)(2)."*
    - If a claim is classified as **Unsecured, priority (UPR)**, the creditor name prints here along with a note indicating that the debtor will pay the priority claim in full.
    - If this is a step plan, or if there are lump sum payments included in the plan, the details for the steps and/or the months and amounts of the lump sum payments will be included here.
    - Comments that you type in the **Other** tab in the Chapter 13 Plan Calculator will also appear in this section. Be sure you have included any comments about creditors that will be treated differently than the directions in the plan indicate.

    There is also a Chapter 13 Plan Form Preference that allows you to permanently add text to this section. To access the form preference: (1) Highlight the Chapter 13 Plan on the Forms and Schedules Menu for the client. (2) Click Setup/Edit Form Preferences. (3) Highlight the form preference "Permanent Other Provisions Text" and click Change. (4) Add your text, and click OK to save. (5) Click Close on the next screen.

Signatures

The Date will print as entered in the Print Date on Signature Line field in the options window that appears whenever the form is printed or opened for editing. The attorney name selected in the Filing Information tab of the Voluntary Petition prints for the Attorney Name. The law firm information entered in the Setup Menu prints for the attorney's address and telephone number. The Debtor and Co-Debtor Spouse (if applicable) will print as entered in the voluntary petition.

Editing the Plan

1. Custom Chapter 13 plans are provided as RTF (rich text format) files so that they can easily be edited and saved as needed. Mark just the 13 Plan to print in the Forms and Schedules Menu.
2. Click the **Print** button in the toolbar at the top of your screen. The Print Documents dialog box appears. Mark your printing choices, and then click the **Edit Form** button on the right side of the dialog box.
3. The 13 Plan appears on your screen in the Best Case Editor. You can add or remove text as needed. All editing options are described in the Best Case Editor Options help topic.

Saving (Replacing) the Plan with the Best Case Editor

When you edit a document in the Best Case Editor, you are not actually editing the data record for the debtor, as you are when you enter information through Best Case entry screens like the Voluntary Petition window. Instead, you are editing a text document that has information about the debtor filled in for you. So that these forms will not take up a large amount of room on your hard drive, your changes to these documents are **not automatically saved.**

1. To save changes to the plan with the Best Case Editor, choose **File/Save.**
2. The "Save Document in Case" window appears. By default, the name of the form is filled in for you and **Replaces Form** is marked as the print selection. Click the **Save to Case** button to save the edited form. *Note that changes that you make to the plan apply to **this case only**, not to all cases.*
3. **Close the Best Case Editor**. The edited plan will then appear on the Forms and Schedules menu as the **Replaced** version of the original document.
4. To **print the plan,** mark the Replaced plan to print on the Forms and Schedules menu, and select your printing options. For all printing options, see Printing Forms in your User's Guide or Help menu in Best Case Bankruptcy.

Opening "Replaced" Documents with the Best Case Editor

To open a "Replaced" plan that was previously saved with the Best Case Editor:

1. Double-click on the Chapter 13 Plan in the Forms and Schedules menu.
2. On the next window, click the **Edit** button if you want to edit the plan with the Best Case Editor. The plan will then open in the Best Case Editor, and you can make additional revisions to the plan as needed.
3. If, instead, you want to return to the Chapter 13 Calculator after saving the form with the Best Case Editor, double-click on the Chapter 13 Plan in the Forms and Schedules menu, and then click the **Options** button on the next window. On the next screen, type "**DRAFT**" in front of the form name, and click the "**Do Not Print**" button. Click **OK** on the next two screens, and then click the **Close** button. Double-click on the Chapter 13 Plan on the Forms and Schedules menu to open the calculator.

If you want to return to your previous "DRAFT" of the 13 Plan, highlight the plan on the Forms and Schedules menu and click the **Attach** button. Click the **Edit** button to open the plan with the Best Case Editor.