

WHAT YOU NEED TO KNOW ABOUT FILING

Quick Facts:

- If you are wanting to file a chapter 7 or chapter 13 Bankruptcy petition, please use the [Electronic Self-Representation program](#). You can file everything else electronically using EDSS.
- Bankruptcy Petition Preparers and debtors and creditors represented by counsel are not authorized to use EDSS. EDSS is for self-represented parties.
- Filing using EDSS is governed by the [Bankruptcy Code](#), [Federal Rules of Bankruptcy Procedure](#), the [Local Bankruptcy Rules](#) and the EDSS Administrative Procedures.
- Notice to Attorneys – ECF users must file using CM/ECF unless otherwise authorized by the Court.
- Documents submitted via EDSS will not be docketed immediately. When they are added to the docket, the date of filing indicated on the docket will match the date the documents were submitted. The Clerk's office will send an e-mail confirming the receipt of the uploaded document, and the individual or entity using EDSS consents to receipt of this information via e-mail.
- Electronically submitted documents will be retrieved daily Monday through Friday. Filers should allow 24 hours from the date of submission to confirm receipt.
- Inquiries regarding electronically submitted documents should be directed to the Clerk's office by calling 405-609-5700 between 8:30 AM and 4:30 PM.

Certain filings require the payment of fees, including filing a new case, certain amendments and certain motions. You can view the filing fees here: [filing-fees](#). These fees are due at the time the pleading or document is filed, and you must pay them by using a debit card, ACH, or PayPal at [Pay.gov](#).

Resources for Debtors:

Filing for bankruptcy is a complex legal process. Before filing any documents, it is recommended that you seek legal advice from an experienced bankruptcy attorney.

Before filing a new bankruptcy case, self-represented debtors should thoroughly review the following information pages:

- Resources for debtors without attorneys: <https://www.okwb.uscourts.gov/debtor>
- Bankruptcy Basics: <https://www.uscourts.gov/services-forms/bankruptcy/bankruptcy-basics>
- OKWB Local Rules: https://www.okwb.uscourts.gov/sites/okwb/files/Local_Rules.pdf
- Debtor Electronic Bankruptcy Noticing: <https://www.okwb.uscourts.gov/debn-debtor-electronic-bankruptcy-noticing>

Resources for Creditors:

Understanding the impact of bankruptcy can be a complex legal process for creditors. Before filing any documents, it is recommended that you seek legal advice from an experienced bankruptcy attorney.

Self-represented creditors can view helpful information here:

[Information for Creditors without an Attorney](#)