

**UNITED STATES BANKRUPTCY COURT
DISTRICT OF MAINE**

LIST OF CREDITORS (CREDITOR MATRIX)

The list of creditors (creditor matrix) is a list of the names and addresses of creditors in a bankruptcy case. The list should include all the creditors on Schedules D, E, F, G, and H. This information is used to provide notice to creditors. The debtor is responsible for providing the required information on the list of creditors.

Requirements of the List of Creditors

- Use the following address format:
 - 1st line—creditor’s name
 - 2nd line—street address and unit number
 - 3rd line—city, state postal abbreviation and zip code
- Do not include account numbers on the List of Creditors.
- If Internal Revenue Service is a creditor, add the below address on the List of Creditors:

Internal Revenue Service
P.O. Box 7346
Philadelphia, PA 19101-7346

- If your creditor list includes a federal agency or federal government sponsored entity, you must also add the United States Attorney, 100 Middle Street, East Tower 6th Floor, Portland, ME 04101 to your list of creditors. The following are some examples of federal entities:

Department of Education	Forest Service
Dept. of Housing & Urban Development	Freddie Mac
Department of Health & Human Svcs.	Rural Housing Service
Department of Veterans Affairs	Sallie Mae
Farm Service Agency	Social Security Administration
Federal Maritime Commission	USDA/Rural Development

- You must certify the accuracy of your List of Creditors to the Court by stating and signing your List of Creditors as follows:

“I certify under penalty of perjury that the attached List of Creditors is correct and consistent with the debtor’s schedules.

Executed on [date].

[Your signature].”