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17 The Roman Catholic Bishop of San Diego

18 **UNITED STATES BANKRUPTCY COURT**  
19 **FOR THE SOUTHERN DISTRICT OF CALIFORNIA**

20 In re:  
21 THE ROMAN CATHOLIC BISHOP OF SAN  
22 DIEGO, a California Corporation Sole,  
23 Debtor.

24 Case No. 24-02202

25 Chapter 11

26 **NOTICE OF BAR DATE FOR FILING**  
27 **GENERAL PROOFS OF CLAIM**

28 Dept.: 1

Courtroom: 218

Judge: Hon. Christopher B. Latham

TO ALL PERSONS AND ENTITIES WITH CLAIMS AGAINST THE ROMAN CATHOLIC BISHOP OF SAN DIEGO:

PLEASE TAKE NOTICE on June 17, 2024 (the "Petition Date"), The Roman Catholic Bishop of San Diego, sometimes referred to as the Diocese of San Diego ("Debtor") filed a voluntary petition for relief under chapter 11 of title 11 of the United States Code in the United States Bankruptcy Court for the Southern District of California (the "Court"). Debtor, its address, case number, proof of claim forms and other relevant information related to this Bankruptcy Case may be obtained at: <https://www.donlinrecano.com/rcbsd>.

PLEASE TAKE FURTHER NOTICE THAT ON NOVEMBER 14, 2024, THE COURT ENTERED AN ORDER (THE "BAR DATE ORDER") ESTABLISHING FEBRUARY 3, 2025 AS THE GENERAL CREDITOR CLAIMS BAR DATE ("BAR DATE"). IN SECTION III OF THIS NOTICE (THE "GENERAL CREDITOR BAR DATE NOTICE"), YOU WILL FIND DIRECTIONS FOR FILING, BY MAIL AND

1 **ELECTRONICALLY, A PROOF OF CLAIM AGAINST DEBTOR.**

2 **PLEASE TAKE FURTHER NOTICE** that for your convenience, Debtor has enclosed with  
3 this General Creditor Bar Date Notice, a proof of claim form (the “General Creditor Proof of Claim  
4 Form”). If this General Creditor Bar Date Notice does not include a General Creditor Proof of Claim  
5 Form, you may obtain a copy of the General Creditor Proof of Claim Form by visiting  
6 <https://www.donlinrecano.com/Clients/rcbsd/Static/POC> or by contacting Donlin Recano at the  
7 email address or telephone number listed at the end of this General Creditor Bar Date Notice.

8 **KEY DEFINITIONS**

- 9 • As used in this General Creditor Bar Date Notice, the term “Entity” has the meaning given  
10 to it in section 101(15) of the Bankruptcy Code, and includes all persons (individuals,  
11 partnerships and corporations), estates, trusts, Governmental Units and the United States  
12 Trustee.
- 13 • As used in this General Creditor Bar Date Notice, the term “Governmental Unit” has the  
14 meaning given to it in section 101(27) of the Bankruptcy Code and includes the United  
15 States, states, commonwealths, districts, territories, municipalities, foreign states, or  
16 departments, agencies or instrumentalities of the foregoing.
- 17 • As used in this General Creditor Bar Date Notice, the term “Claim” shall mean, as to or  
18 against the Debtor and in accordance with section 101(5) of the Bankruptcy Code: (i) any  
19 right to payment, whether or not such right is reduced to judgment, liquidated, unliquidated,  
20 fixed, contingent, matured, unmatured, disputed, undisputed, legal, equitable, secured or  
21 unsecured; or (ii) any right to an equitable remedy for breach of performance if such breach  
22 gives rise to a right to payment, whether or not such right to an equitable remedy is reduced  
23 to judgment, fixed, contingent, matured, unmatured, disputed, undisputed, secured or  
24 unsecured.

25 **PRELIMINARY INSTRUCTIONS**

26 Claims based on acts or omissions of Debtor that occurred before June 17, 2024, must be filed  
27 on or prior to the applicable Bar Date, even if such claims are not now fixed, liquidated, or certain or  
28 did not mature or become fixed, liquidated, or certain before June 17, 2024.

**Please note that individuals asserting Claims arising from abuse for which such  
individuals believe the Roman Catholic Bishop of San Diego may be liable are instructed to  
file a Confidential Survivor Claim Form, consistent with the Bar Date Order and the  
Survivor Bar Date Notice. CLAIMANTS MAY OBTAIN COPIES of this Form from  
Debtor’s Claims, Noticing and Solicitation Agent, Donlin Recano, at  
<https://www.donlinrecano.com/Clients/rcbsd/Static/SurvivorClaims>.**

**A Claimant should consult an attorney if the Claimant has any questions, including  
whether such Claimant must file a Claim by submitting a General Creditor Proof of Claim  
Form.**

**I. WHO MUST FILE A GENERAL CREDITOR PROOF OF CLAIM FORM AND  
THE APPLICABLE BAR DATES**

1           A.     ***The Bar Date:*** The Bar Date Order establishes **February 3, 2025**, as the deadline  
2 for filing proofs of claim by submitting a General Creditor Proof of Claim Form in this  
3 Bankruptcy Case:

4                 1.     The General Bar Date. Except as set forth below, pursuant to the Bar Date  
5 Order, all Entities, excluding Governmental Units, holding Claims against Debtor  
6 (whether secured, unsecured priority, or unsecured nonpriority) that arose or are deemed  
7 to have arisen prior to June 17, 2024, are required to file Claims by submitting a General  
8 Creditor Proof of Claim Form on or before the General Bar Date, **February 3, 2025**.

9                 ***Entities that MUST file Claims by submitting a General Creditor Proof of Claim Form***  
10 ***by the General Bar Date:*** Except as set forth in paragraph 3 below, the following Entities must  
11 file a Claim on or before the General Bar Date:

- 12                     a. Any person or entity whose prepetition Claim against Debtor that is  
13 not listed in the Debtor’s Schedules or whose prepetition Claim is  
14 listed in the Schedules but is listed as disputed, contingent or  
15 unliquidated and that desires to participate in this case or share in any  
16 distribution in this case, including Claims based on 11 U.S.C. §  
17 503(b)(9); and
- 18                     b. Any person or entity that believes that its prepetition Claim is  
19 improperly classified in the Schedules or is listed in an incorrect  
20 amount and that desires to have its claim allowed in a classification or  
21 amount other than that identified in the Schedules, including Claims  
22 based on 11 U.S.C. § 503(b)(9).

23                 2.     The Government Unit Bar Date. Except as set forth below, pursuant to the  
24 Bar Date Order, all Governmental Units (as defined by section 101(27) of the Bankruptcy  
25 Code) holding Claims against the Debtor that arose or are deemed to have arisen prior to  
26 June 17, 2024, are required to file a Claim by submitting a General Creditor Proof of  
27 Claim Form by **February 3, 2025**.

28                 ***Entities that MUST File Claims by submitting a General Creditor Proof of Claim Form***  
***by the Government Unit Bar Date:*** Except as set forth in paragraph “3” below, the following  
Entities must file a Claim on or before the Governmental Unit Bar Date:

- a. Any person or entity whose prepetition claim against Debtor that is not  
listed in Debtor’s Schedules or whose prepetition claim is listed in the  
Schedules but is listed as disputed, contingent or unliquidated and that  
desires to participate in this case or share in any distribution in this  
case; and
- b. Any person or entity that believes that its prepetition claim is  
improperly classified in the Schedules or is listed in an incorrect  
amount and that desires to have its claim allowed in a classification or  
amount other than that identified in the Schedules.

1                   3.     **Entities NOT Required to File Claims by the General Bar Date or**  
2 **Government Unit Bar Date:** The Bar Date Order further provides that the following Entities  
3 need not file a Claim by submitting a General Creditor Proof of Claim Form by the General Bar  
4 Date:

- 5                   a. Any person or entity that has already properly filed a Claim against  
6 Debtor by filing a General Creditor Proof of Claim Form with the  
7 Clerk of the Court for the United States Bankruptcy Court for the  
8 Southern District of California or with Debtor's Claims, Noticing and  
9 Solicitation Agent, Donlin Recano;
- 10                   b. Any person or entity: (i) whose claim is listed in the Schedules or any  
11 amendments thereto, and (ii) whose claim is not described therein as  
12 "disputed," "contingent," or "unliquidated," and (iii) who does not  
13 dispute the amount or classification of its claim as set forth in the  
14 Schedules;
- 15                   c. Professionals retained by Debtor or the Committee pursuant to orders  
16 of this Court, who assert administrative claims for payment of fees and  
17 expenses subject to the Court's approval pursuant to sections 330, 331,  
18 and 503(b) of the Bankruptcy Code;
- 19                   d. Any person or entity that asserts an administrative expense claim  
20 against the Debtor pursuant to sections 503(b)(1) through (8) of the  
21 Bankruptcy Code;
- 22                   e. Any person or entity whose Claim against Debtor has been allowed by  
23 an order of the Court entered on or before the applicable Bar Date;
- 24                   f. Any person or entity whose Claim has been paid in full;
- 25                   g. Any holder of a Claim for which a separate deadline is (or has been)  
26 fixed by the Court; and
- 27                   h. The United States Trustee regarding a claim for quarterly fees under  
28 28 U.S.C. § 1930(a)(6).

22 **II.     CONSEQUENCES OF FAILURE TO FILE PROOF OF CLAIM**

23                   Any Entity that is required to file a Claim by submitting a General Creditor Proof of Claim  
24 Form, but fails to do so by the applicable Bar Date described in this General Bar Date Notice: (i)  
25 may NOT be treated as a creditor with respect to such Claim for the purposes of voting on and  
26 distribution under any chapter 11 plan proposed and/or confirmed in this Bankruptcy Case; and  
27 (ii) may be forever barred, estopped, and enjoined from asserting such Claim against Debtor (or  
28 filing a proof of claim with respect thereto), and Debtor and its property may be forever  
discharged from any and all indebtedness or liability with respect to such Claim.

1 **RESERVATION OF RIGHTS**

2 Debtor reserves the right to: (i) dispute, or to assert offsets or defenses against, any filed  
3 Claim or any Claim listed or reflected in the Schedules as to nature, amount, liability,  
4 classification or otherwise; and (ii) subsequently designate any Claim as disputed, contingent or  
5 unliquidated. Nothing contained in this General Creditor Bar Date Notice shall preclude Debtor  
6 from objecting to any Claim, whether scheduled or filed, on any grounds.

6 **III. PROCEDURE FOR FILING PROOFS OF CLAIM**

7 Unless one of the exceptions described in **Section I, Paragraph 3** above applies, you  
8 **MUST** assert your Claim by submitting an original General Creditor Proof of Claim Form by mail,  
9 overnight delivery, courier or hand delivery, or electronically, so that it is received by the General  
10 Bar Date or the Government Unit Bar Date, as applicable, as follows:

10 **If General Creditor Proof of Claim Form is sent by mail, to:**

11 Donlin, Recano & Company, Inc.  
12 Re: The Roman Catholic Bishop of San Diego  
13 P.O. Box 2053  
14 New York, NY 10272- 2042

14 **If General Creditor Proof of Claim Form is sent by hand-delivery or overnight carrier, to:**

15 Donlin, Recano & Company, Inc.  
16 c/o Equiniti  
17 Re: The Roman Catholic Bishop of San Diego  
18 48 Wall Street, 22nd Floor  
19 New York, NY 10005

18 **If General Creditor Proof of Claim Form is submitted electronically:**

19 <https://www.donlinrecano.com/Clients/rcbsd/FileClaim>.

20 Any General Creditor Proof of Claim Form submitted by facsimile or email will not be  
21 accepted and will not be deemed filed until the Claim is submitted by the method described in the  
22 foregoing sentences.

23 **All General Creditor Proof of Claim Forms must be signed by the creditor or, if the**  
24 **creditor is not an individual, by an authorized agent of the creditor.** The General Creditor  
25 Proof of Claim Form must be written in English and be denominated in United States currency.  
26 In addition, all General Creditor Proof of Claim Forms must include all documentation required  
27 by Bankruptcy Rules 3001(c) and 3001(d), including an original or a copy of any written  
28 document that forms the basis of the Claim or, for secured Claims, evidence that the alleged  
security interest has been perfected. If you wish to receive acknowledgement of receipt of your  
General Creditor Proof of Claim Form, you must also submit by the General Bar Date or the  
Government Unit Bar Date, as applicable, and concurrently with submission of your original

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General Creditor Proof of Claim Form: (i) one additional copy of your original General Creditor Proof of Claim Form; and (ii) a self-addressed, stamped return envelope

**ADDITIONAL INFORMATION**

1. You may be listed as the holder of a Claim against Debtor in the Schedules. If you choose to rely on the Schedules, it is your responsibility to determine that the claim is accurately listed in the Schedules. If you hold or assert a Claim that is not listed in the Schedules or if you disagree with the amount or priority of your Claim as listed in the Schedules, or your Claim is listed in the Schedules as either contingent, unliquidated, or disputed, you must file a proof of claim. Copies of the Schedules and the Bar Date Order are available at <https://www.donlinrecano.com/rcbsd>.

2. Questions concerning the contents of this Notice and requests for General Creditor Proof of Claim Forms should be directed to Donlin Recano via email to [rcbsdinfo@drc.equiniti.com](mailto:rcbsdinfo@drc.equiniti.com) or by phone at 1-866-521-4424 (U.S. and Canada toll free) or 1-212-771-1128 (International), between the hours of 9:00 a.m. and 5:00 p.m. (prevailing Eastern Time), Monday through Friday. Please note that Donlin Recano is not permitted to give legal advice. You should consult your own attorney for assistance regarding any other inquiries, such as questions concerning the completion or filing of a proof of claim.

Dated: November 15, 2024

GORDON REES SCULLY MANSUKHANI,  
LLP

By: /s/ Jeffrey D. Cawdrey  
Jeffrey D. Cawdrey  
Megan M. Adeyemo  
Kathryn M.S. Catherwood  
Kathleen M. Patrick  
Annie Carter Matthews  
Attorneys for Debtor,  
The Roman Catholic Bishop of San Diego

**Fill in this information to identify the case:**

Debtor 1 \_\_\_\_\_

Debtor 2 \_\_\_\_\_  
(Spouse, if filing)

United States Bankruptcy Court for the: \_\_\_\_\_ District of \_\_\_\_\_

Case number \_\_\_\_\_

# Official Form 410

## Proof of Claim

04/22

**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?**

\_\_\_\_\_  
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?**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Number Street

\_\_\_\_\_  
City State ZIP Code

\_\_\_\_\_  
Contact phone

\_\_\_\_\_  
Contact email

**Where should payments to the creditor be sent? (if different)**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Number Street

\_\_\_\_\_  
City State ZIP Code

\_\_\_\_\_  
Contact phone

\_\_\_\_\_  
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? \_\_\_\_\_

**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?**  No  
 Yes. Last 4 digits of the debtor's account or any number you use to identify the debtor: \_\_\_\_ \_

7. **How much is the claim?** \$\_\_\_\_\_. **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 health care information.

\_\_\_\_\_

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 one:

Domestic support obligations (including alimony and child support) under 11 U.S.C. § 507(a)(1)(A) or (a)(1)(B).

Up to \$3,350\* 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 \$15,150\*) 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.

**Amount entitled to priority**

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

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

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

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

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

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

\* Amounts are subject to adjustment on 4/01/25 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.

Executed on date \_\_\_\_\_  
MM / DD / YYYY

\_\_\_\_\_  
Signature

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

Name \_\_\_\_\_  
First name Middle name Last name

Title \_\_\_\_\_

Company \_\_\_\_\_  
Identify the corporate servicer as the company if the authorized agent is a servicer.

Address \_\_\_\_\_  
Number Street

City State ZIP Code

Contact phone \_\_\_\_\_ Email \_\_\_\_\_

# Official Form 410

## Instructions for Proof of Claim

United States Bankruptcy Court

12/15

These instructions and definitions generally explain the law. In certain circumstances, such as bankruptcy cases that debtors do not file voluntarily, exceptions to these general rules may apply. You should consider obtaining the advice of an attorney, especially if you are unfamiliar with the bankruptcy process and privacy regulations.

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.

### How to fill out this form

- Fill in all of the information about the claim as of the date the case was filed.
- Fill in the caption at the top of the form.
- If the claim has been acquired from someone else, then state the identity of the last party who owned the claim or was the holder of the claim and who transferred it to you before the initial claim was filed.
- Attach any supporting documents to this form.  
Attach redacted copies of any documents that show that the debt exists, a lien secures the debt, or both. (See the definition of *redaction* on the next page.)  
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).
- Do not attach original documents because attachments may be destroyed after scanning.
- If the claim is based on delivering health care goods or services, do not disclose confidential health care information. Leave out or redact confidential information both in the claim and in the attached documents.

- A *Proof of Claim* form and any attached documents must show only the last 4 digits of any social security number, individual’s tax identification number, or financial account number, and only the year of any person’s date of birth. See Bankruptcy Rule 9037.
- For a minor child, fill in only the child’s initials and the full name and address of the child’s parent or guardian. For example, write *A.B., a minor child (John Doe, parent, 123 Main St., City, State)*. See Bankruptcy Rule 9037.

### Confirmation that the claim has been filed

To receive confirmation that the claim has been filed, either enclose a stamped self-addressed envelope and a copy of this form or go to the court’s PACER system ([www.pacer.psc.uscourts.gov](http://www.pacer.psc.uscourts.gov)) to view the filed form.

### Understand the terms used in this form

**Administrative expense:** Generally, an expense that arises after a bankruptcy case is filed in connection with operating, liquidating, or distributing the bankruptcy estate.  
11 U.S.C. § 503.

**Claim:** A creditor’s right to receive payment for a debt that the debtor owed on the date the debtor filed for bankruptcy. 11 U.S.C. §101 (5). A claim may be secured or unsecured.

**Creditor:** A person, corporation, or other entity to whom a debtor owes a debt that was incurred on or before the date the debtor filed for bankruptcy. 11 U.S.C. §101 (10).

**Debtor:** A person, corporation, or other entity who is in bankruptcy. Use the debtor's name and case number as shown in the bankruptcy notice you received. 11 U.S.C. § 101 (13).

**Evidence of perfection:** Evidence of perfection of a security interest may include documents showing that a security interest has been filed or recorded, such as a mortgage, lien, certificate of title, or financing statement.

**Information that is entitled to privacy:** A *Proof of Claim* form and any attached documents must show only the last 4 digits of any social security number, an individual's tax identification number, or a financial account number, only the initials of a minor's name, and only the year of any person's date of birth. If a claim is based on delivering health care goods or services, limit the disclosure of the goods or services to avoid embarrassment or disclosure of confidential health care information. You may later be required to give more information if the trustee or someone else in interest objects to the claim.

**Priority claim:** A claim within a category of unsecured claims that is entitled to priority under 11 U.S.C. §507(a). These claims are paid from the available money or property in a bankruptcy case before other unsecured claims are paid. Common priority unsecured claims include alimony, child support, taxes, and certain unpaid wages.

**Proof of claim:** A form that shows the amount of debt the debtor owed to a creditor on the date of the bankruptcy filing. The form must be filed in the district where the case is pending.

**Redaction of information:** Masking, editing out, or deleting certain information to protect privacy. Filers must redact or leave out information entitled to **privacy** on the *Proof of Claim* form and any attached documents.

**Secured claim under 11 U.S.C. §506(a):** A claim backed by a lien on particular property of the debtor. A claim is secured to the extent that a creditor has the right to be paid from the property before other creditors are paid. The amount of a secured claim usually cannot be more than the value of the particular property on which the creditor has a lien. Any amount owed to a creditor that is more than the value of the property normally may be an unsecured claim. But exceptions exist; for example, see 11 U.S.C. § 1322(b) and the final sentence of 1325(a).

Examples of liens on property include a mortgage on real estate or a security interest in a car. A lien may be voluntarily granted by a debtor or may be obtained through a court proceeding. In some states, a court judgment may be a lien.

**Setoff:** Occurs when a creditor pays itself with money belonging to the debtor that it is holding, or by canceling a debt it owes to the debtor.

**Uniform claim identifier:** An optional 24-character identifier that some creditors use to facilitate electronic payment.

**Unsecured claim:** A claim that does not meet the requirements of a secured claim. A claim may be unsecured in part to the extent that the amount of the claim is more than the value of the property on which a creditor has a lien.

## Offers to purchase a claim

Certain entities purchase claims for an amount that is less than the face value of the claims. These entities may contact creditors offering to purchase their claims. Some written communications from these entities may easily be confused with official court documentation or communications from the debtor. These entities do not represent the bankruptcy court, the bankruptcy trustee, or the debtor. A creditor has no obligation to sell its claim. However, if a creditor decides to sell its claim, any transfer of that claim is subject to Bankruptcy Rule 3001(e), any provisions of the Bankruptcy Code (11 U.S.C. § 101 et seq.) that apply, and any orders of the bankruptcy court that apply.

**Do not file these instructions with your form.**