

**IN THE UNITED STATES BANKRUPTCY COURT  
FOR THE MIDDLE DISTRICT OF NORTH CAROLINA  
\_\_\_\_\_ DIVISION**

IN RE: \_\_\_\_\_ )  
\_\_\_\_\_ )  
XXXXXX XXXX XXXXXXXX, ) CASE NO. XX-XXXXXX  
\_\_\_\_\_ )  
Debtor. )  
\_\_\_\_\_ )

**MONTHLY OPERATING REPORT**

**Month:** \_\_\_\_\_ **Date Filed:** \_\_\_\_\_

**Line of Business:** \_\_\_\_\_ **NAICS Code:** \_\_\_\_\_

In accordance with title 28, section 1746, of the United States Code, I declare under penalty of perjury that I have examined the following monthly operating report and the accompanying attachments and, to the best of my knowledge, these documents are true, correct, and complete.

Original signature of responsible party: \_\_\_\_\_

Printed name of responsible party: \_\_\_\_\_

<b>Questionnaire: (All questions to be answered on behalf of the debtor.)</b>	<b>Yes</b>	<b>No</b>
1. Is the business still operating?	<input type="checkbox"/>	<input type="checkbox"/>
2. Have you paid all of your bills on time this month?	<input type="checkbox"/>	<input type="checkbox"/>
3. Did you pay your employees on time?	<input type="checkbox"/>	<input type="checkbox"/>
4. Have you deposited all of the receipts for your business into the DIP account this month?	<input type="checkbox"/>	<input type="checkbox"/>
5. Have you filed all of your tax returns and paid all of your taxes this month?	<input type="checkbox"/>	<input type="checkbox"/>
6. Have you timely filed all other required government filings?	<input type="checkbox"/>	<input type="checkbox"/>
7. Have you paid all of your insurance premiums this month?	<input type="checkbox"/>	<input type="checkbox"/>
8. Do you plan to continue to operate the business next month?	<input type="checkbox"/>	<input type="checkbox"/>
9. Are you current on your chapter 11 quarterly fee payment?	<input type="checkbox"/>	<input type="checkbox"/>
10. Have you paid anything to your attorney or other professional this month?	<input type="checkbox"/>	<input type="checkbox"/>
11. Did you have any unusual or significant unanticipated expenses this month?	<input type="checkbox"/>	<input type="checkbox"/>
12. Has the business sold any goods or provided services or transferred any assets to any business related to the DIP in any way?	<input type="checkbox"/>	<input type="checkbox"/>
13. Do you have any bank accounts open other than the DIP account?	<input type="checkbox"/>	<input type="checkbox"/>
14. Have you sold any assets other than inventory this month?	<input type="checkbox"/>	<input type="checkbox"/>
15. Did any insurance company cancel your policy this month?	<input type="checkbox"/>	<input type="checkbox"/>
16. Have you borrowed money from anyone this month?	<input type="checkbox"/>	<input type="checkbox"/>

17. Have you paid any bills you owed before you filed bankruptcy?

☐ ☐

### **Taxes**

Do you have any past due tax returns or past due post-petition tax obligations?

☐ ☐

If yes, please provide a written explanation including when such returns will be filed, or when such payments will be made and the source of the funds for the payment. Label it *Exhibit A*.

### **Income**

Please separately list all of the income you received for the month. Label it *Exhibit B*. The list should include all income from cash and credit transactions.

[A summary statement of income and expenses may be submitted with prior approval of the Bankruptcy Administrator.]

**Total Income \$** \_\_\_\_\_

### **Summary of Cash on Hand**

Cash on hand at start of month \$ \_\_\_\_\_

Cash on hand at end of month \$ \_\_\_\_\_

Please provide the total amount of cash currently available to you **Total \$** \_\_\_\_\_

### **Expenses**

Please separately list all expenses paid by cash or by check from your bank accounts this month. Label it *Exhibit C*. Include the date paid, who was paid, the purpose, and the amount.

[A summary statement of income and expenses may be submitted with the prior approval of the Bankruptcy Administrator.]

**Total Expenses \$** \_\_\_\_\_

### **Cash Profit**

Income for the month (total from Exhibit B) \$ \_\_\_\_\_

Expenses for the month (total from Exhibit C)

\$

(Subtract Line C from Line B)

**Cash profit for the month \$**

### **Unpaid Bills**

Please attach a list of all debts (including taxes), which you have incurred since the date you filed bankruptcy but have not paid. Label it *Exhibit D*. The list must include the date the debt was incurred, who is owed the money, the purpose of the debt, and when the debt is due.

[A summary statement of accounts payable, with aging information, may be submitted with prior approval of the Bankruptcy Administrator. All unpaid non-trade payables must be listed separately, in detail.]

**Total Payables \$**

### **Money Owed to You**

Please attach a list of all amounts owed to you by your customers for work you have done or the merchandise you have sold. Label it *Exhibit E*. You should include who owes money, how much is owed, and when payment is due.

[A summary statement of accounts receivable with aging information may be submitted with the prior approval of the Bankruptcy Administrator. All unpaid non-trade receivables must be listed separately, in detail.]

**Total Receivables \$**

### **Banking Information**

Please attach a copy of your latest bank statement for every account you have as of the date of this financial report or had during the period covered by this report. Label it *Exhibit F*.

### **Employees**

Number of employees when the case was filed?

Number of employees as of the date of this monthly report?

### **Professional Fees**

Bankruptcy Related:

Professional fees relating to the bankruptcy case paid during this reporting period?

Total professional fees relating to the bankruptcy case paid since the filing of the case?

Non-Bankruptcy Related:

Professional fees not relating to the bankruptcy case paid during this reporting period?

Total professional fees not relating to the bankruptcy case paid during this reporting period?

#### **Additional Information**

- (1) Please attach all financial reports including any income statement, balance sheet, statement of cash flows, and statement of shareholders/partner's equity, which you prepare internally.**
- (2) Please add any information, such as a report of activities, which would assist a reasonably informed reviewer to fully understand the status of this bankruptcy case.**