***This is termed a "guide." Thus, it is not a definitive statement on proper Bankruptcy Procedure.***

***Bankruptcy statutes, rules and procedures are extremely complex and subject to a variety of interpretations and applications.***

**Guide to Rules, Proceedings and Hearings**

**U.S. Bankruptcy Court Eastern District of Oklahoma**

**(Effective 12/01/2023)**

|  |  |  |  |  |  |  |
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|  | **Rule** | **Code §** | **Pleadings to be** | **Objection** | **Notice** | **Filing Fee** |
| **Type of Proceeding** |  |  | **filed** | **requirement** | **sent to** | **(If** |
|  |  |  |  | **or Notice of** | **Whom?** | **Applicable)** |
|  |  |  |  | **hearing** |  | **or** |
|  |  |  |  | **requirement** |  | **comments** |
| Abandonment,(Compel) Request by Party in Interest | 6007(b) | 554(b) | MotionNotice 420A Certificate of | 14 days to object | All creditors (2) | $199.00 |
|  |  |  | Mailing |  |  |  |
|  |  |  | Proposed Order |  |  |  |
| Abandonment Request by Trustee or Debtor inPossession (Chapter 11) | 6007(a) | 554(a) | Notice of Intent Certificate of Mailing | 14 days to object | All creditors(2) if more than$1000.00 |  |
| Abandonment | 6007(a) | 554(a) | Notice of Intent |  | LR6007- |  |
| Request by Trustee or Debtor inPossession (Chapter | LR6007- (1)(A)(1) |  | Certificate of Mailing | (1)(A)(1)Report of Intent to |
| 11) |  |  |  | Abandon |
| Abstention | 5011 | 305 | Motion Notice 420C Certificate of Mailing | 7 days prior to hearing to object | Parties in interest (1) |  |

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|  |  |  | Proposed Order |  |  |  |

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| Access to Tax Documents | 4002 | 521 | Motion Notice 420A Certificate of Mailing | 14 days to Object Court to prepare orderLR 40021(C) | Debtor, Debtor’s Counsel, Trustee, UST per LR40021(C) |  |
| Access to Documents |  | 107(c)(2) | Motion Certificate of Service | The Court may rule ex parte or setfor hearing | Parties in interest (1) |  |
| Adequate Protection | 4001 | 361 | Motion | 14 days to | Parties in interest (1)+ 20largest unsecured creditors if no committee was appointed (1) |  |
|  |  |  | Notice 420A | object |
|  |  |  | Certificate of |  |
|  |  |  | Mailing |  |
|  |  |  | Proposed Order |  |
| Administrative Expenses |  | 503 | Application Notice 420A-1 Certificate of | 14 days to object21 days | Parties in interest (1) |  |
|  |  | Mailing | Notice of the |  |
|  |  | Proposed Order | hearing |  |
| Amend Petition to Add or change Name | LR1009 |  | Application Certificate of Mailing | Court to Rule ex parte | All creditors (2) |  |
|  |  | Proposed Order |  |  |

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| Appeal | 800180028004 | Title 28§ 158 | Notice of Appeal | Filed within 14 days of the entry of judgment or order being appealed | Parties in interest (1) | $298.00 |
| Appeal, filed with | 8001 | Title 28 | Notice of | 14 days to | Parties in | $5.00 if filed |
| Motion For Leave to | 8002 | § 158 | Appeal | respond per | interest (1) | with Motion |
| Appeal | 8004 |  | Motion | 8003(a) and |  | for |

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|  |  |  |  | filed within 14 days of the entry of judgement/or der to beappealed |  | Leave to Appeal$293.00 if Motion isgranted |
| Appointment Consumer Privacy Ombudsman |  | 332(a)363(b)(1) (B) | Motion Certificate of Mailing Proposed Order | Court to Enter Order 7 days prior to hearing332(a) | Parties in interest (1) |  |
| Appointment, Creditors Committee | 2007 | 1102 | Motion Notice 420A Certificate of MailingProposed Order | 14 days to object | Parties in interest (1) |  |
| Appointment, Interim Trustee in Involuntary Case | 2001 | 303 | Motion Notice 420C Certificate of MailingProposed Order | 7 days to object prior to hearing | Parties in interest (1) |  |

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| Assume, Assign or Reject Executory Contract or | 60069014 | 365 | Motion Notice 420A Certificate of | 14 days to object | Parties in interest (1) See LR |  |
| Unexpired Lease |  |  | Mailing |  | 6006-1 |
|  |  |  | Proposed Order |  |  |
|  |  |  |  | Court will |  |  |
| Automatic Stay, | LR | 362(j) | Motion | consider ex | Parties in |
| Confirming | 40011(G) |  | Certificate of | parte or may | interest (1) |
| Termination |  |  | Mailing | set for |  |
|  |  |  | Proposed Order | hearing |  |
| Automatic Stay, |  | 362(c)(3) | Motion | Court to | Parties in |  |
| Extend | (B) | Notice 420G | determine | interest (1) |
|  |  | Certificate of | hearing and |  |
|  |  | Mailing | obj date to be |  |
|  |  | Proposed Order | completed |  |
|  |  |  | before 30 |  |
|  |  |  | day from |  |
|  |  |  | petition. |  |
| Automatic Stay, |  | 362(c) | Motion | Court will | Parties in |  |
| Confirming Absence | (4)(A)(ii) | Certificate of | consider ex | interest (1) |
|  |  | Mailing | parte or may |  |
|  |  | Proposed Order | set for |  |

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|  |  |  |  | hearing |  |  |
| Automatic Stay, take effect after has been imposed |  | 362(c) (4)(B) | Motion (filed w/in 30 days of petition) Notice 420G Certificate of Mailing | Court to determine hearing and obj date to be completedbefore 30 | Parties in interest (1) |  |
|  |  |  | day from |  |
|  |  |  | petition |  |

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| Automatic Stay, Lift or Modify | 4001(a) (1) | 362(c)(3) (B) | MotionNotice 420A-2 Certificate of Mailing Proposed Order | 14 days to object Hearing to be held 30 days from filingthe motion | Parties in interest (1) | $199.00 |
| Avoid Lien | 4003(d) | 522(f) | Motion Local Form 4003-2 Notice 420A Certificate of Mailing Proposed Order | 14 days to object | Parties in interest (1) Must include the lien holder |  |
| Avoid Lien Household Goods | 4003 | 522(f) | Motion Notice 420A Certificate of MailingProposed Order | 14 days to object | Parties in interest (1) Must include the lien holder |  |
| Cash Collateral, | 4001(b) | 363 | Motion | 14 days to | Parties in |  |
| Prohibit or Condition Use of |  |  | Notice 420A Certificate of Mailing Proposed Order | object | interest (1)+ 20largest unsecured creditors if |
|  |  |  |  |  | no |
|  |  |  |  |  | committee |
|  |  |  |  |  | was |
|  |  |  |  |  | appointed, |
|  |  |  |  |  | Rule |
|  |  |  |  |  | 4001(b) |
|  |  |  |  |  | (1)(1) |

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| Cash Collateral, Prohibit or Condition Use of(Creditor) | 4001(b) | 363 | Motion Notice 420C Certificate ofMailing | 7 days to object prior to hearing | Parties in interest (1)+ 20largest |  |
|  |  |  | Proposed Order |  | unsecured |
|  |  |  |  |  | creditors if |
|  |  |  |  |  | no |
|  |  |  |  |  | committee |
|  |  |  |  |  | was |
|  |  |  |  |  | appointed, |
|  |  |  |  |  | Rule |
|  |  |  |  |  | 4001(b) |
|  |  |  |  |  | (1)(1) |
| Claim, Assignment | 3001(e) |  | Assignment of | Order and | Parties in interest (1) transferee transferorTransferor must match the claimant |  |
|  |  | Claim | Notice given |
|  |  |  | to parties by |
|  |  |  | the court |
|  |  |  | giving 21 |
|  |  |  | days to |
|  |  |  | object to |
|  |  |  | assignment. |
|  |  |  | Assignment |
|  |  |  | made after |
|  |  |  | objection |
|  |  |  | time expires. |
| Claim, Objection to | 3007 | 502 | Objection to | 30 days Notice to | Parties in |  |
|  |  |  | Claim | Object and Notice of hearing  | interest (1) |
|  |  |  | Notice 420B-2 |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Compel |  |  | Motion | 14 days to | Parties in |  |
|  | Notice 420A | object | interest (1) |
|  | Certificate of |  |  |
|  | Mailing |  |  |
|  | Proposed Order |  |  |

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| Compensation Over $1,000.00If fee Request is More than**$1750.00(Ch7)**Attorney Must file an Application on Local Form 2016-1(D) andNotice 420E | 2002(a) (6) 2016(a) | 330331328 | Application Local Form 2016-1(D)Notice 420E Certificate of Mailing Proposed Order | 14 days toobject 21 days notice of the hearing Court may hold hearing even if noobjection | All creditors (2)2002(a) (6) |  |
| Compensation Under $1,000.00 | 2016(a) | 330331328 | Application Local Form 2016-1(D)Notice 420E Certificate of Mailing Proposed Order | 14 days toobject 21 days notice of the hearing Court may hold hearing even if noobjection | Parties in interest (1)Per 330 |  |
| Compensation Chapter 13 Debtor Attorney Request under **$3,750.00**.------------------------- | 2002(a) (6) 2016 | 330331328 | Noticed through plan. Plan must specify total fees paid in summary and Attorney Compensation. | 28 day notice of Plan confirmation hearing, Rule 2002(b)--------------- | All creditors (2)2002(b) |  |
| If fee Request is |  |  |  | 14 days to |  |
| More than **$3,750.00** |  |  |  | object 21 |  |
| Attorney Must file an |  |  |  | days notice |  |
| Application on Local Form 2016-1(D) and Notice 420E |  |  |  | of the hearing Courtmay hold |  |
|  |  |  |  | hearing even |  |
|  |  |  |  | if no |  |
|  |  |  |  | objection |  |

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| Compensation Chapter 13 Post Confirmation Modification Fees Attorney Must file an Application on Local Form 2016-1(D) and Notice 420E if requested fee in addition to original fee making total fee over $3750.00 | 2002(a) (6) 2016 | 330331328 | Application Local Form 2016-1(D)Notice 420E Certificate of Mailing Proposed Order | 14 days toobject 21 days notice of the hearing Rule 2002(a)(5) Court may hold hearing even if noobjection | All creditors (2)2002(b)  |  |
| Compromise or Settlement | 2002(a)(3)9019 |  | MotionNotice 420A-1Certificate of Mailing Proposed Order | 14 days toobject 21 days notice of a hearing  | All creditors (2) Rule2002(a)(3)(2) |  |
| Consolidation | 1015 | 302 | MotionNotice 420ACertificate of Mailing Proposed Order | 14 days toobject  | All creditors (2) |  |
|  |  |  |  |  |  |
| Contempt | 9020 |  105 | MotionNotice 420ACertificate of Mailing Proposed Order  | 14 days toobject | Parties in interest (1) |  |
| **Conversion** |  |  |  |  |  |  |
| Chapter 7 to 11 Debtor | 90131017(f) | 706(a)(d) | MotionLocal Form1017-1(A)(1)(a)Notice 420ACertificate of Mailing Proposed Order | 14 days to object | All creditors (2) | **$922.00 due at the** **time of conversion** |

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| Chapter 7 to 11Party | 90141017(f) | 706(b) (d) | MotionLocal Form | 14 days toobject | All creditors (2) | **No fee due at the time of conversion if filed by a party** |
|  |  |  | 1017-1(A(2)(a) |  |  |
|  |  |  | Notice 420A |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Chapter 7 to 12 Debtor | 90131017(f) | 706(a) (d) | Motion Local Form 1017- | 14 days to object | All creditors (2) |  |
|  |  |  | 1(A)(1)(a) |  |  |
|  |  |  | Notice 420A |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Chapter 7 to 12 | Prohibited |  |  |  |  |  |
| Party | 706(c) if |
|  | debtor does |
|  | not consent |
| Chapter 7 to 13 Debtor | 9013706(c) | 706(a) (d) | Motion Local Form 1017- | 14 days to object | All creditors (2) |  |
|  |  |  | 1(A)(1)(a) |  |  |
|  |  |  | Notice 420A |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Chapter 7 to 13 | Prohibited |  |  |  |  |  |
| Party | 706(c) if |
|  | debtor does |
|  | not consent |
| Chapter 11 to 7 | 9013 | 1112(a) (f) | Motion Local | absolute right | Parties in | **$15.00 due** |
| Debtor | 1017(f) |  | Form 1017- |  | interest (1) | **at time** |
|  |  |  | 1(B)(1)(a) |  |  | **Motion is** |
|  |  |  | Certificate of |  |  | **filed** |
|  |  |  | Mailing |  |  |  |
|  |  |  | Proposed Order |  |  |  |

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| Chapter 11 to 7 Party | 90141017(f) | 1112(b) | Motion Local Form 1017-1(B)(2)(a) | 14 days to object | All creditors (2) | **$15.00 due at time****Motion is** |
|  |  |  | Notice 420A |  |  | **filed** |
|  |  |  | Certificate of |  |  |  |
|  |  |  | Mailing |  |  |  |
|  |  |  | Proposed Order |  |  |  |
| Chapter 11 to 12 Debtor | 90141017(f) | 1112(d)(f) | Motion Local Form 1017-1(C)(1)(a) | 14 days to object | All creditors (2) |  |
|  |  |  | Notice 420A |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Chapter 11 to 12 Party | Prohibited 1112(d) if debtor does notconsent |  |  |  |  |  |
| Chapter 11 to 13 Debtor | 90141017(f) | 1112(d) | Motion Local Form 1017- 1(C)(1)(a) | 14 days to object | All creditors (2) |  |
|  |  |  | Notice 420A |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Chapter 11 to 13 Party | Prohibited 1112(d) if debtor does notconsent |  |  |  |  |  |
| Chapter 12 to 7 | 9013 | 1208(a) | Notice of | Absolute | Parties in | **$60.00 due** |
| Debtor | 1017(f) |  | Conversion | right | interest (1) | **at time** |
|  |  |  | Local Form |  |  | **Notice is** |
|  |  |  | 1017-1(D)(1)(a) |  |  | **filed** |
|  |  |  | Certificate of |  |  |  |
|  |  |  | Mailing |  |  |  |

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| Chapter 12 to 7 Party | 90141017(f) | 1208(d) (e) | Motion Local Form 1017-1(D)(2)(a) | 14 days to object | All creditors (2) | **$60.00 due at time****Motion is** |
|  |  |  | Notice 420A |  |  | **filed** |
|  |  |  | Certificate of |  |  |  |
|  |  |  | Mailing |  |  |  |
|  |  |  | Proposed Order |  |  |  |
| Chapter 12 to 11 Debtor | 90141017(f) | 1208(d) (e) | Motion Local Form 1017- 1(E)(1)(a) | 14 days to object | All creditors (2) |  |
|  |  |  | Notice 420A |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Chapter 12 to 11 Party | 90141017(f) | 1208(d) (e) | Motion LocalForm 1017- 1(E)(1)(a) | 14 days to object | All creditors (2) |  |
|  |  |  | Notice 420A |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Chapter 12 to 13 Debtor | 90141017(f) | 1208(d) (e) | Motion Local Form 1017-1(E)(1)(a) | 14 days to object | All creditors (2) |  |
|  |  |  | Notice 420A |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Chapter 12 to 13 Party | 90141017(f) | 1208(d) (e) | Motion Local Form 1017- 1(E)(1)(a) | 14 days to object | All creditors (2) |  |
|  |  |  | Notice 420A |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |

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| Chapter 13 to 7 Debtor | 90131017(f) | 1307(a) | Notice of Conversion Local Form 1017-1(D)(1)(a)Certificate ofMailing | absolute right | Parties in interest (1) | **$25.00 due at time Notice is filed** |
| Chapter 13 to 7 Party | 90141017(f) | 1307 (c)(e)(f) | Motion Local Form 1017- | 14 days to object | All creditors | **$25.00 at time of** |

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|  |  |  | 1(D)(2)(a) |  | (2) | **motion is** |
| Notice 420A |  | **filed** |
| Certificate of |  |  |
| Mailing |  |  |
| Proposed Order |  |  |
| Chapter 13 to 11 Debtor | 90141017(f) | 1307 (d)(e)(f) | Motion Local Form 1017- 1(F)(1)(a) | 14 days to object | All creditors (2) | **$932.00****due at the time of** |
|  |  |  | Notice 420A |  |  | **conversion** |
|  |  |  | Certificate of |  |  |  |
|  |  |  | Mailing |  |  |  |
|  |  |  | Proposed Order |  |  |  |
| Chapter 13 to 11 Party**NOTE:****Prohibited if Debtor is a Farmer** | 90141017(f) | 1307 (d)(e)(f) | Motion Local Form 10171(F)(1)(a)**Must be before Confirmation** Notice 420ACertificate of | 14 days to object | All creditors (2) | **$932.00****due at the time of conversion** |
|  |  |  | Mailing |  |  |  |
|  |  |  | Proposed Order |  |  |  |
| Chapter 13 to 12 Debtor | 90141017(f) | 1307 (d)(e)(f) | Motion Local Form 1017- 1(F)(1)(a) | 14 days to object | All creditors (2) |  |
|  |  |  | Notice 420A |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |

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| Chapter 13 to 12 Party**NOTE:****Prohibited unless Debtor consents** | 90141017(f) | 1307 (d)(e)(f) | Motion Local Form 10171(F)(1)(a)**Must be before Confirmation** Notice 420A Certificate of Certificate of Mailing Proposed Order | 14 days to object | All creditors (2) |  |
| Correction of Social Security Number, Notice of | LR 10091(H) |  | NoticeLF 1009-1(H)Certificate of |  | All creditors (2) |  |
|  |  | Mailing |  |
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| Credit Counseling, Exemption from | 109(h) (4) |  | Motion Notice 420A Certificate of MailingProposed Order | 14 days to object | Parties in interest (1) |  |
| Credit Counseling, Extend Time, Request 30 days to file certificate | 109(h)(3) |  | Motion Certificate of Mailing Proposed Order | Court to Rule ex parte | Parties in interest (1) |  |
| Credit, Authority to | 4001 (c) | 364 | Motion | 7 days prior | Parties in |  |
| Obtain under 364 |  |  | Notice 420C Certificate of Mailing Proposed Order | to hearing to object | interest (1)+ 20largest unsecuredcreditors if |
|  |  |  |  |  | no |
|  |  |  |  |  | committee |
|  |  |  |  |  | was |
|  |  |  |  |  | appointed, |
|  |  |  |  |  | Rule |
|  |  |  |  |  | 4001(b) |
|  |  |  |  |  | (1)(1) |

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| Damages, Creditor Misconduct |  | 524(i)707(b)(5) | Motion Notice 420C Certificate of MailingProposed Order | 7 days prior to hearing to object | Parties in interest (1) |  |
| Declaratory Judgment (constitutes an adversary proceeding) | 7001(9) |  | Complaint Cover Sheet Summons | 10 days for Plntf serve the summons and the complaint and 30 days for the Defdto answer | Parties in interest (1) 7004(b)(3)7004(b)(9)7004(g)7004(h) | $350.00 |
| Default Judgment | 7055 |  | Motion | 14 days to | Parties in interest (1) 7004(b)(3)7004(b)(9)7004(g)7004(h) |  |
| by the Court | LR 7055- | Notice 420A | object |
|  | 1 (A)(B) | Certificate of |  |
|  |  | Mailing |  |
|  |  | Proposed Order |  |

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| Default Judgment, Request for Entry by the Clerk | 7055LR 7055-1 (A) |  | RequestLocal rom 70551(A) and Affidavit | Clerk will review and enter Local Form 70551(B) | Parties in interest (1) 7004(b)(3)7004(b)(9)7004(g)17004(h) |  |
| Defer fee | 1930 |  | Application Proposed Order | Court to rule ex parte | Parties in interest (1) |  |
| Deposit Funds into Court Registry |  |  | Motion Notice 420A Certificate of MailingProposed Order | 14 days to object | Parties in interest (1) |  |

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| Determine Tax Liability |  | 507(a)(8) | Motion Notice 420C Certificate of MailingProposed Order | 7days prior to hearing to object | Parties in interest (1) |  |
| Determination of Fees, Expenses or Charges | 3002.1(e) |  | Motion Notice 420C Certificate of MailingProposed Order | 7days prior to hearing to object | Parties in interest (1) | Filed by the Debtor or trustee within one year after service of aNotice of |
|  |  |  |  |  | Fees, |
|  |  |  |  |  | Expenses |
|  |  |  |  |  | and |
|  |  |  |  |  | Charges |
| Motion to | 3002.1(h) |  | Motion | 7days prior to | Parties in | Must be filed within 21 days after service of the statement (Response to Notice of Final Cure Payment) |
| Determine Final |  | Notice 420C | hearing to | interest (1) |
| Cure and Mortgage |  | Certificate of | object |  |
| Payment |  | Mailing |  |  |
|  |  | Proposed Order |  |  |

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| Motion to Determine Validity of Payment Change | 3002.1 |  | Motion Notice 420C Certificate of MailingProposed Order | 7days prior to hearing to object | Parties in interest (1) |  |
| Disallow Claim, if an Order has been entered allowing claim | 3008 |  | Motion Notice 420C Certificate of Mailing | 7days prior to hearing to object | Parties in interest (1) |  |
|  |  | Proposed Order |  |  |

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| (Reconsideration of a Claim) |  |  |  |  |  |  |
| Disallow Claim or | 3004 |  | Motion | 14 days to | Parties in |  |
| Allow |  | Notice 420A | object | interest (1) |
|  |  | Certificate of |  | and |
|  |  | Mailing |  | Claimant |
|  |  | Proposed Order |  |  |
| Discharge, Delay | 4004(c) 2 |  | Motion | 14 days to | Parties in |  |
| Entry of |  | Notice 420A | object | interest (1) |
|  |  | Certificate of |  | unless |
|  |  | Mailing |  | agreed |
|  |  | Proposed Order |  |  |
| Discharge, Motion for Entry of Chapter 12 andChapter 13 | 4007 | 12281328 | Certification of Compliance Motion for Entry of Discharge LF 4004-1A(12/13)Notice 420C | 7 days prior to the hearing | All creditors (2) |  |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
| Discharge, Hardship (Chapter 12 andChapter 13) | 4007 (d)2002 | 1228(b)1328(b) | Motion Notice 420D Certificate of | 7 days prior to hearing to object | All creditors (2) |  |
|  |  |  | Mailing |  |  |
| Discharge, | 4004 (a) | 727(a) | Complaint | 10 days for | Parties in interest (1) 7004(b)(3)7004(b)(9)7004(g)7004(h) | $350.00 |
| Objections to or | 7001(4) |  | Cover Sheet | Plntf serve |  |
| Revoke (constitutes |  |  | Summons | the summons |  |
| an adversary |  |  |  | and the |  |
| proceeding) |  |  |  | complaint |  |
|  |  |  |  | and 30 days |  |
|  |  |  |  | for the Defd |  |
|  |  |  |  | to answer |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Dischargeability, | 4007(c) | 523(c) | Complaint | 10 days for | Parties in interest (1) 7004(b)(3)7004(b)(9)7004(g)7004(h) | $350.00 |
| Objection to | 7001(6) |  | Cover Sheet | Plntf serve |  |
| (constitutes an |  |  | Summons | the summons |  |
| adversary |  |  |  | and the |  |
| proceeding) |  |  |  | complaint |  |
|  |  |  |  | and 30 days |  |
|  |  |  |  | for the Defd |  |
|  |  |  |  | to answer |  |
| Disclosure Statement, Approval of | 2002(b)3017 | 1125 | Disclosure Statement Form 3017.1(2) | 28 day notice of hearing Rule 2002(b)Court to | All creditors (2) |  |
|  |  |  |  | schedule |  |
|  |  |  |  | hearing |  |
| Disgorge Fee |  |  | Motion | 14 days to | Parties in |  |
|  | Notice 420A | object | interest (1) |
|  | Certificate of |  |  |
|  | Mailing |  |  |
|  | Proposed Order |  |  |
| Dismiss, Duplicate Case |  |  | Motion Certificate ofMailing | Court to rule ex parte | Parties in interest (1) |  |
| Dismiss, a party | 7017 |  | Motion | 14 days to | Parties in |  |
|  | 7019 | Notice 420A-1 | object | interest (1) |
|  |  | Certificate of |  |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |
| Dismiss a Debtor from Joint Case |  | 1015 | Motion Notice 420A Certificate of | 14 days to object | All creditors (2) |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| Dismiss, Adversary (no answer or responsive pleadings filed) | 7041(a)FRCP 41(a) |  | Notice or Stipulation of parties | Court to Review Notice or Stipulation | Parties in interest (1) | If 727 must be mailed to T’ee & UST. |
|  |  |  |  |  | If filed by |
|  |  |  |  |  | UST mail |
|  |  |  |  |  | to matrix |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Dismiss, Adversary (if responsive pleading filed by Defendant) | 7041FRCP 41(a)(2) |  | Motion Notice 420A Certificate of MailingProposed Order | 14 days to object | Parties in interest (1) | If 727 must be mailed to T’ee & UST.If filed by UST mail to matrix |
| **Dismissal** |  |  |  |  |  |  |
| Chapter 7 filed by | 1017(a) |  | Motion | 14 days to | All |  |
| Debtor | 2002(a)(4) | Notice 420A Certificate of Mailing Proposed Order | object 21days notice ofhearing Rule | creditors(2) |
|  |  |  | 2002(a)(4) |  |
| Chapter 7 filed by | 1017(f) | 707 | Motion | 14 days to | All |  |
| Party | 2002(a)(4) |  | Notice 420A Certificate of Mailing Proposed Order | object 21days notice of hearing Rule | creditors(2) unless filed by trustee |
|  |  |  |  | 2002(a)(4) |  |
| Chapter 9 filed by Debtor | 90141017(d)(f) | 930(a) (b) | MotionNotice 420A-1 Certificate of | 14 days to object | All creditors (2) |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Chapter 9 filed by Party | 90141017(d)(f) | 930(a) (b) | MotionNotice 420A-1 Certificate of | 14 days to object | All creditors (2) |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Chapter 11filed by | 9014 | 1112(b) | Motion | 14 days to | All |  |
| Debtor | 1017(d)(2) |  | Notice 420A-1 Certificate of Mailing Proposed Order | object 21days notice ofhearing Rule | creditors(2) |
|  |  |  |  | 2002(a)(4) |  |
| Chapter 11filed by | 9014 | 1112(b) | Motion | 14 days to | All |  |
| Party | 1017(d) |  | Notice 420A-1 | object | creditors |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | (f)(1) |  | Certificate of Mailing Proposed Order | 21 days notice of hearing Rule 2002(a)(4) | (2) |  |
| Chapter 12 filed by | 9013 | 1208(b) | Motion | Court ex | Parties in |  |
| Debtor | 1017 |  | Certificate of | parte | interest (1) |
| **(absolute right if** | (f)(2) |  | Mailing |  |  |
| **not converted)** |  |  | Proposed Order |  |  |
| Chapter 12 filed by | 1017(f) | 1208(c) | Motion | 14 days to | All |  |
| Debtor **(previous** | 2002(a)(4 |  | Notice 420A-1 | object 21 | creditors |
| **conversion)** | ) |  | Certificate of | days | (2) |
|  |  |  | Mailing | notice of |  |
|  |  |  | Proposed Order | hearing |  |
|  |  |  |  | Rule |  |
|  |  |  |  | 2002( )(4) |  |  |
| Chapter 12 filed by | 9014 | 1208(c) | Motion | 14 days to | All |
| Party | 1017(d) (f)(1) |  | Notice 420A-1 Certificate of Mailing Proposed Order | object 21days notice of hearing Rule | creditors(2) unless filed by trustee |
|  |  |  |  | 2002(a)(4) |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Chapter 13 filed by | 9013 | 1307(b) | Motion | Court may | Parties in |  |
| Debtor | 1017 |  | Certificate of | rule ex parte | interest (1) |
| **(absolute right if** | (f)(2) |  | Mailing |  |  |
| **not converted)** |  |  | Proposed Order |  |  |
| Chapter 13 filed by Debtor **(previous****conversion)** | 1017(f) | 1307(c) | MotionNotice 420A-1 Certificate of | 14 days toobject 21 days notice of hearing Rule 2002(a)(4) | All creditors (2) |  |
|  |  |  | Mailing |  |
|  |  |  | Proposed Order |  |
| Chapter 13 filed by | 9014 | 1307(c) | Motion | 14 days to | All |  |
| Party | 1017(d) (f)(1) |  | Notice 420A-1 Certificate of Mailing Proposed Order | object 21days notice of hearing Rule | creditors(2) unless filed by trustee |
|  |  |  |  | 2002(a)(4) |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Emergency/Expedit | 9006 |  | Application | Court will | Parties in |  |
| e Hearing, Request |  | Proposed Order | rule ex parte. | interest (1) |
|  |  |  | If granted, |  |
|  |  |  | clerk’s office |  |
|  |  |  | will schedule |  |
|  |  |  | hearing. |  |
| Employ, Professional | 2014LR 2014-1 | 327 | Application Affidavit Local Form 2014-1Certificate of | Court will rule ex parte may be set for hearing | U.S.Trustee |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Examination Under | 2004 |  | Motion | Court will | Parties in |  |
| Rule 2004 |  | Certificate of | rule ex parte | interest (1) |
|  |  | Mailing | may be set |  |
|  |  | Proposed Order | for hearing |  |

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| --- | --- | --- | --- | --- | --- | --- |
| Examiner, Request to Appoint | 90142007.1(a) | 1104 | Motion Notice 420C Certificate of | 7 days to object prior to hearing | All creditors (2) |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Exemptions, | 4003(b) | 522 | Objection | 14 days to | Parties in |  |
| Objection to |  |  | Notice 420B | object and | interest (1) |
| Debtor’s Claim |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Exemptions, |  | 522 | Objection | 14 days to | Parties in |  |
| Objection to |  | Notice 420B | object and | interest (1) |
| Homestead |  | Certificate of |  |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |
| Extend Time to File | 4007(d) | 523c | Motion | Objections 7 | Parties in |  |
| Complaint to | 4004(b) | 523(a)(6) | Notice 420C | days prior to | interest (1) |
| Determine |  | 727(a) | Certificate of | required |  |
| Dischargeability of |  |  | Mailing | hearing |  |
| Debt or Objection to |  |  | Proposed Order |  |  |
| Discharge |  |  |  |  |  |
| Extend Time to File Appeal | 8002(c) |  | Motion Certificate of | Court will rule ex parte | Parties in interest (1) |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  | Mailing Proposed Order | may be set for hearing |  |  |
| Extend Plan Payments (Chapter 13) |  | 1329(c) | Motion to Modify Modified Plan | 7 days prior to hearing to object | All creditors (2) |  |
|  |  | Notice 420C |  |  |
|  |  | Certificate of |  |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| Extend Time To File Plan | 9006 | 12211321 | Motion Certificate of Mailing | Court will rule ex parte may be set | All creditors (2) |  |
|  |  |  | Proposed Order | for hearing |  |
| Extend Exclusivity Period-Chapter11 | 9006 | 1121(d) | Motion Notice 420ACertificate of | 14 days to object | Parties in interest (1)+ UST |  |
|  |  |  | Mailing |  | CredCom |
|  |  |  | Proposed Order |  | DIPS&EC |
|  |  |  |  |  | Sec. Cred |
| Extend Time | 9006 |  | Motion | Court will | Parties in |  |
|  | (b)(1) | Certificate of | rule ex parte | interest (1) |
|  |  | Mailing | may set for |  |
|  | Notpermitted | Proposed Order | hearing |  |
|  | See: |  |  |  |
|  | 9006 |  |  |  |
|  | (b)(2) |  |  |  |
| Extend Time to File | 9006 | 1007(c) | Motion | Court will | Trustee and |  |
| Schedules or |  |  | Certificate of | rule ex parte | US Trustee |
| Statement |  |  | Mailing | may be set |  |
|  |  |  | Proposed Order | for hearing |  |
| File Out of Time, |  |  | Motion | 14 days to | Parties in |  |
| Proof of Claim | Notice 420A | object | interest (1) |
|  | Certificate of |  |  |
|  | Mailing |  |  |
|  | Proposed Order |  |  |
| Filing Fees, Request | 1006 | Title 28 | Application | Court will | No notice |  |
| to Pay in |  | 1930(a) |  | rule ex parte | filed with |
| Installments |  | (6) |  |  | Petition |
| (individuals only) |  |  |  |  |  |

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| (Installments in a Chapter 13 MUST Be paid before confirmation) |  |  |  |  |  |  |
| Financial Management Course, Exemption | 109(h)(4) | 727(a)(11) | Motion Notice 420A Certificate of MailingProposed Order | 14 days to object | Parties in interest (1) |  |
| Financial Management, Extend Time to File | 109(h)(4) | 727(a)(11) | Motion Certificate of Mailing Proposed Order | Court will rule ex parte may be set for hearing | Parties in interest (1) |  |
| **Final Reports** |  |  |  |  |  |  |
| Chapter 7 | 2002(f)3009 | 28 U.S.C.589(b)11 U.S.C704(a) | Final Report Notice of Filing Final Report(with approval by UST) | 21 days to objectIf objection rec’d court to set for hearing | All creditors (2) |  |
|  |  |  |  | Court to |  |
|  |  |  |  | prepare |  |
|  |  |  |  | Order |  |
|  |  |  |  | regarding |  |
|  |  |  |  | fees |  |
| Chapter 7, dismiss, | 2002(f) | 589(b) | Final Report | Court to rule | Parties in |  |
| converted, | 3009 | 704(a) |  | ex parte | interest (1) |
| transferred |  |  |  |  |  |
| Chapter 11 | 3022 |  | Final Report and Application for Final Decree | Court to set for hearing | All creditors (2) |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Chapter 11, dismiss. converted, transferred | 3022 |  | Final Report | Court to rule ex parte | Parties in interest (1) |  |
| Chapter 12 |  | 28 U.S.C. | Final Report, | Court to set | All |  |
|  | 589(b) | Account and | hearing | creditors |
|  | 1202(b) | Application to |  | (2) |
|  | (1) | Discharge |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  | TrusteeMotion for Entry of Discharge |  |  |  |
| Chapter 12, dismiss, converted, transferred, hardship |  | 589(b)1202(b) (1) | Final Report and Account | Court to rule ex parte | Parties in interest (1) |  |
| Chapter 13 |  | 589(b)1302(b) (1) | Final Report and Account | Court to set for hearing | All creditors (2) |  |
| Chapter 13, dismiss, converted, transferred, hardship |  | 589(b)1302(b) (1) | Final Report | Court to rule ex parte | Parties in interest (1) |  |
| Incur Post Petition Debt |  | 1305 | Motion Notice 420C Certificate of | 7 days to object prior to hearing | All creditors (2) |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |
| In forma Pauperis | 1006 |  | Application In | Court to rule | Court to enter Order and notify Interested Parties (1) |  |
|  |  | forma Pauperis | ex parte |
|  |  |  | May be set |
|  |  |  | for hearing |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Injunction or | 7065 |  | Complaint | 14 days for | Parties in interest (1) 7004(b)(3)7004(b)(9)7004(g)7004(h) | $350.00 |
| Equitable Relief | 7001(7) | Cover Sheet | Plntf serve |  |
| (constitutes an |  | Summons | the summons |  |
| adversary |  |  | and the |  |
| proceeding) |  |  | complaint |  |
|  |  |  | and 30 days |  |
|  |  |  | for the Defd |  |
|  |  |  | to answer |  |
| In Limine |  |  | Motion Certificate of Mailing | Court to rule ex parte may be set for hearing | Parties in interest (1) |  |
| Joint Administration | 1015 | 302 | MotionNotice 420A Certificate of | 14 days to object | All creditors (2) |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Judgment, Alter or amend | 9023 |  | Motion Certificate of | Court will rule on | Parties in interest (1) |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  | Mailing | matter per | 7004(b)(3) |  |
|  | 9023 | 7004(b)(9)7004(g) |
|  |  | 7004(h) |
| Leave to Appeal | 8003 |  | Motion Certificate of Mailing Proposed Order | Parties have 14 days to file an answer inopposition | Parties in interest (1) | $5.00If granted,$293.00due |
| Lien, Determine the | 7001(2) |  | Complaint | 14 days for | Parties in interest (1) 7004(b)(3)7004(b)(9)7004(g)7004(h) | $350.00 |
| Validity, Priority, or |  | Cover Sheet | Plntf serve |  |
| Extent of (constitutes |  | Summons | the summons |  |
| an adversary |  |  | and the |  |
| proceeding) |  |  | complaint |  |
|  |  |  | and 30 days |  |
|  |  |  | for the Defd |  |
|  |  |  | to answer |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Limit Notice | 2002(h)(I) |  | Motion Certificate of Mailing |  | Parties in interest (1)+ UST |  |
|  |  | Proposed Order | CredComDIP |
|  |  |  | S&EC |
|  |  |  | Sec. Cred. |
| Matrix, Amendment to (New Creditors filed without Schedules) | 1009 | 1930 item4 | Amendment to Matrix (with only additional creditors) Verification Certificate ofMailing | Additional Creditors must be Mailed copy of the 341 notice | Parties in interest (1)+ plus Additional Creditors | $34.00filing fee |
| Means Test, |  | 707(b)(2)( | Motion | 14 days to | Parties in |  |
| Exemption from | D) | Notice 420A | object | interest (1) |
|  |  | Certificate of |  |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |
| Meeting of Creditors, Chapter 7 | 2003(a) |  | B9AB9B, if corp | no less than 21 daysNo more than40 days | All creditors (2) 2002(a)(1) | UST can approve up to 60 days |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Meeting of Creditors, Chapter 11 | 2003(a) |  | B9EB9F, if corp | no less than 21 daysNo more than40 days | All creditors (2) 2002(a)(1) | UST can approve up to 60 days |
| Meeting of Creditors, Chapter 12 | 2003(a) |  | B9GB9H, if corp | no less than 21 daysNo more than35 days | All creditors (2) 2002(a)(1) | UST can approve up to 60 days |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Meeting of Creditors, Chapter 13 | 2003(a) |  | B9I | no less than 21 daysNo more than 50 daysConfirmation Hearingincluded | All creditors (2) 2002(a)(1) | UST can approve up to 60 days |
| Modify Assurance Payment (Utility Services) |  | 366(c) (3) | Motion Notice 420A Certificate of MailingProposed Order | 14 days to object | Parties in interest (1) |  |
| Notice of Mortgage Payment Change | 3002.1(b) |  | Notice filed on the Claims Register by the creditor.Certificate of Mailing | Holder of a claim secured by a security interest in the debtor’s principalresidence— | Served on the debtor, debtor’s counsel, and the trustee. |  |
|  |  |  | or the |  |
|  |  |  | holder’s |  |
|  |  |  | agent—to |  |
|  |  |  | provide |  |
|  |  |  | notice at least |  |
|  |  |  | 21 days prior |  |
|  |  |  | to a change |  |
|  |  |  | in the amount |  |
|  |  |  | of the |  |
|  |  |  | ongoing |  |
|  |  |  | mortgage |  |
|  |  |  | installment |  |
|  |  |  | payments. |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Notice of Postpetition Mortgage Fees, Expenses, and Charges | 3002.1(c) |  | Notice filed on the Claims Register by the creditorCertificate of Mailing | the holder of a claim secured by a security interest in the debtor’s principal residence— or the holder’s agent—tofile a notice | served on the debtor, debtor’s counsel, and the trustee. |  |
|  |  |  | of all |
|  |  |  | postpetition |
|  |  |  | fees, |
|  |  |  | expenses, and |
|  |  |  | charges |
|  |  |  | within 180 |
|  |  |  | days after |
|  |  |  | they are |
|  |  |  | incurred. |
| Notice of Final Cure Mortgage Payment | 3002.(f) |  | Notice 21 days to respond in the Notice.Certificate of Mailing | Must be filed within 30 days after the debtor completes all payments under the plan.21 days to file and serve response | Trustee or Debtor serve on the holder of the claim, the debtor, and debtor's counsel a notice stating that the debtor has paid in full theamount |  |
|  |  |  |  | required to |
|  |  |  |  | cure any |
|  |  |  |  | default on |
|  |  |  |  | the claim it |
|  |  |  |  | shall notice |
|  |  |  |  | the holder |
|  |  |  |  | of its |
|  |  |  |  | obligation |
|  |  |  |  | to file and |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | serve aresponse. |  |
| Nunc Pro Tunc Order |  |  | Application Certificate of Mailing Proposed Order | Court will rule ex parte may be set for hearing | Parties in interest (1) |  |
| Pay Unclaimed Dividends | 3011 |  | Application LF 3011-1(A)Proposed Order | 14 days to object | Debtor Debtor’s Attorney Trustee USTUS AttyEDOK |  |
| **Plan, Confirmation of** |  |  |  |  |  |  |
| Chapter 11 | 3020(b)2002(b) | 11281129 | Plan Certificate of Mailing | 28 day notice of hearing, Rule 2002(b) | All creditors (2) |  |
|  |  |  | Pre- | 7 days prior |  |
|  |  |  | Confirmation | to hearing to |  |
|  |  |  | Certification | object |  |
|  |  |  | Ballot Summary |  |  |
|  |  |  | Local Form |  |  |
|  |  |  | 3020-1(D)-1 |  |  |
| Chapter 12 | 3015 | 1224 | Plan | 21 day notice of hearing, Rule 2002(a)(8) 7days prior to hearing to object | All |  |
|  | 2002(a) | 1225 | Certificate of | creditors |
|  | (8) |  | Mailing | (2) |
|  |  |  | Pre- |  |
|  |  |  | Confirmation |  |
|  |  |  | Certification |  |
|  |  |  | Local Form |  |
|  |  |  | 3015-2(A) |  |

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| --- | --- | --- | --- | --- | --- | --- |
| Chapter 13 | 30152002(b) | 13241325 | Plan Certificate of Mailing, if notmailed by court Pre- ConfirmationCertification | 28 day notice of hearing, Rule 2002(b) 7 days prior to hearing to object | All creditors (2) |  |
|  |  |  | Local Form |  |  |
|  |  |  | 3015-2(A) |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Plan, Amend Before Confirmation |  |  |  |  |  |  |
| Chapter 11 | See Local Rule | 1129 | Amended Chapter 11 Plan | New hearing will be | All creditors (2) |  |
|  | 3019-1 |  | Certificate of | determined if |  |
|  |  |  | mailing | necessary at |  |
|  |  |  |  | presently |  |
|  |  |  |  | scheduled |  |
|  |  |  |  | hearing |  |
| Chapter 12 | See Local Rule 3015-2 | 1223 | Amendment to PlanSummary of | A new hearing will set using form | All affected creditors (2) |  |
|  |  |  | Amendments | 420C-1. The |  |
|  |  |  | Form 420C-1 | hearing |  |
|  |  |  | Certificate of | should be |  |
|  |  |  | mailing | equal to or |  |
|  |  |  |  | later than the |  |
|  |  |  |  | previously |  |
|  |  |  |  | scheduled |  |
|  |  |  |  | hearing |  |
|  |  |  |  | giving a |  |
|  |  |  |  | minimum of |  |
|  |  |  |  | 28 days |  |
|  |  |  |  | notice. |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Chapter 13 | See Local Rule 3015-2 | 1323 | Amendment to PlanSummary of | A new hearing will set using form | All affected creditors (2) |  |
|  |  |  | Amendments | 420C-1. The |  |
|  |  |  | Form 420C-1 | hearing |  |
|  |  |  | Certificate of | should be |  |
|  |  |  | mailing | equal to or |  |
|  |  |  |  | later than the |  |
|  |  |  |  | previously |  |
|  |  |  |  | scheduled |  |
|  |  |  |  | hearing |  |
|  |  |  |  | giving a |  |
|  |  |  |  | minimum of |  |
|  |  |  |  | 28 days |  |
|  |  |  |  | notice. |  |
| **Plan, Modify****After Confirmation** |  |  |  |  |  |  |
| Chapter 11 |  | 1127 | Motion | Court will | All |  |
|  |  | Modified Plan | enter order | Creditors |
|  |  | Certificate of | and set for | (2) |
|  |  | Mailing | hearing |  |
|  |  |  | Debtor may |  |
|  |  |  | be ordered to |  |
|  |  |  | notice order |  |
| Chapter 12 | 3015 | 1229 | Motion | 7 days prior | All |  |
|  |  |  | Modified Plan | to hearing to | Creditors |
|  |  |  | Notice 420C | object | (2) |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| Chapter 13 | 3015 | 1329 | Motion | 7 days prior | All |  |
|  |  |  | Modified Plan | to hearing to | Creditors |
|  |  |  | Notice 420C | object | (2) |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |

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| Pro Hac Vice | 9010LR 2090-1 (E) |  | Motion Application Local Form 2090-1Proposed Order | Court will rule ex parte may be set for hearing | Parties in interest (1) | $100.00payable to U.S.District Court |
| Protective Order | 7026 |  | Motion Certificate of Mailing Proposed Order | Court to rule ex parte may be set for hearing | Parties in interest (1) |  |
| Quash | 70047045 |  | Motion Certificate of MailingProposed Order | Court may rule ex parte or set forhearing | Parties in interest (1) |  |
| Reaffirmation Agreement, Pro Se | 4008 | 524(c)(d) | Reaffirmation Agreement Cover Sheet | Hearing to be set by Court | Court will notice Parties in interest (1) |  |
| Reaffirmation Agreement (Court Approval) | 4008 | 524 | Reaffirmation Agreement Cover Sheet Motion forCourt Approval | Hearing to be set by Court | Court will notice Parties in interest (1) |  |
| Reaffirmation Agreement (Presumption of undue hardship) | 4008 | 524( c)(d) | Reaffirmation Agreement Cover Sheet | Hearing to be set by Court | Court will notice Parties in interest (1) |  |
| Reaffirmation Agreement (with Credit Union) | 4008 | 524(m) | Reaffirmation Agreement Cover Sheet | Effective upon filing with court | Court will notice Parties ininterest (1) |  |

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| --- | --- | --- | --- | --- | --- | --- |
| Reconsider | 9024 |  | Motion Certificate of | Ruled on ex parte may be set for hearing bythe court | Parties in interest (1) |  |
|  |  | Mailing |  |
|  |  | Proposed Order |  |
| Recover Money or | 7001(1) | 542, 544, | Complaint | 14 days for | Parties in interest (1) 7004(b)(3)7004(b)(9)7004(g)7004(h) | $350.00 |
| Property except |  | 547, 548 | Cover Sheet | Plntf serve |  |
| under 554 and 725 of |  |  | Summons | the summons |  |
| the Code (constitutes |  |  |  | and the |  |
| an adversary |  |  |  | complaint |  |
| proceeding) |  |  |  | and 30 days |  |
|  |  |  |  | for the Defd |  |
|  |  |  |  | to answer |  |
| Redeem Property | 6008 | 722 | Motion | 7 days prior | Parties in |  |
| from Lien or Sale |  |  | Notice 420C | to hearing to | interest (1) |
|  |  |  | Certificate of | object |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Refund of Filing Fee, | LR |  | Application | Court to rule | Court will |  |
| Application | 10061(D) | Certificate of | ex parte or | notice |
|  |  | Mailing | may be set | Parties in |
|  |  | Proposed Order | for hearing | interest of |
|  |  |  |  | Order (1) |
| Reject Lease or | 6006 | 365 | Motion | 14 days to | Parties in |  |
| Executory Contract |  |  | Notice 420A | object | interest (1) |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Relief from Stay, Automatic Modify or Terminate | 4001(d) | 362(d) | MotionNotice 420A-2 Certificate of | 14 days to object | Parties in interest (1) | $199.00 |
|  |  |  | Mailing |  |  |  |
|  |  |  | Proposed Order |  |  |  |

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| Relief from Stay, Consent | 4001(d) | 362 | Motion & copy of Agreement with all signatures Certificate of Mailing Proposed Order with propersignatures | Court may rule ex parte or set for hearing | Parties in interest (1) |  |
|  |  |  |  |  |  |  |

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| Relief from Co- | 4001 | 1201(d) | Motion | 21 days to | Co-Debtor |  |
| Debtor Stay |  | 1301(d) | Notice 420A-1 | object from | +Parties in |
|  |  | 362 | Certificate of | date of filing | interest (1) |
|  |  |  | Mailing | motion |  |
|  |  |  | Proposed Order | Terminated |  |
|  |  |  |  | automatic on |  |
|  |  |  |  | 22nd day if |  |
|  |  |  |  | no objections |  |
| Remand | 9027 |  | Motion | 14 days to | Parties in |  |
|  |  | Notice 420A | object | interest (1) |
|  |  | Certificate of |  |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |
| Removal, Notice of | 7001(10) |  | Notice of | Review St Ct | Parties in interest (1) 7004(b)(3)7004(b)(9)7004(g)7004(h) | $350.00 |
| (constitutes an | 9027 | Removal | Petition for | filing fee |
| adversary |  | Complete | Answer to |  |
| proceeding) |  | Petition of | Determine |  |
|  |  | Complaint filed | Answer due |  |
|  |  | in State Court | Date or |  |
|  |  | and Adversary | Setting of |  |
|  |  | Cover Sheet | Scheduling |  |
|  |  |  | Conference |  |

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| Reopen Case | 5010 | 350(b) | Motion | 14 days to | All | Chapter 7 |
|  | 4007(b) |  | Notice 420A Certificate of | object | creditors (2) | $260.00 |
|  |  |  | Mailing Proposed Order |  | or | (Fee not required if filed by |
|  |  |  |  |  | Parties in | debtor |
|  |  |  |  |  | interest (1) Depending on why case reopened | under Rule 4007(b) or Violation of Dischargeunder USC |
|  |  |  |  |  |  | 524) |
|  |  |  |  |  |  | Chapter 11 |
|  |  |  |  |  |  | $1167.00 |
|  |  |  |  |  |  | Chapter 12 |
|  |  |  |  |  |  | $200.00 |
|  |  |  |  |  |  | Chapter 13 |
|  |  |  |  |  |  | $235.00 |

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| Response to Notice of Final Cure Payment | 3002.1(g) |  | Response Certificate of Mailing | the holder shall file and serve on the debtor, debtor's counsel and the trustee a statement indicating (1) whether it agrees that the debtor has paid in full theamount | File and serve on the debtor, debtor's counsel and the trustee | This is filed on the Claims Register |
|  |  |  | required to |  |
|  |  |  | cure the |  |
|  |  |  | default on the |  |
|  |  |  | claim, and |  |
|  |  |  | (2) whether |  |
|  |  |  | the debtor is |  |
|  |  |  | otherwise |  |
|  |  |  | current on all |  |
|  |  |  | payments |  |
| Retiree Benefits, |  | 522 | Motion | 14 days to | Parties in |  |
| Reinstatement of | 523(a) | Notice 420A | object | interest (1) |
|  | 1114 | Certificate of |  |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |
| Restrict Public |  | 107( c)(1) | Motion | Ruled on ex | Parties in |  |
| Access to |  | Certificate of | parte | interest (1) |
| Documents |  | Mailing |  |  |
|  |  | Proposed Order |  |  |
| Sell, Free and Clear | 6004(c) |  | Motion | 21 days to | All |  |
| - Personal Property | 2002(a)(2 | Notice 420A-1 | object | creditors |
| ) | Certificate of |  | (2) |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |

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| --- | --- | --- | --- | --- | --- | --- |
| Sell, Free and Clear | 6004(c) |  | Motion | 7 days prior | All |  |
| - Real Property | 2002(a)(2) | Notice 420C Certificate of | to hearing toobject | creditors(2) |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |
| Notice of Sale of | 6004(c) |  | Notice | 7 days prior | All |  |
| Property, Use Sell or | 2002(a)(2 | containing | to sale to | creditors |
| Lease, other than in the ordinary course | ) | Certificate ofMailing | object | (2) |
| of business |  |  |  |  |
| Sanctions | 7037 | Title 28-1927 | Motion Notice 420C Certificate of Mailing | 7 days prior to hearing to object | Parties in interest (1) |  |
| Sever, Chapter 7 | LR 10151(B) |  | Motion Notice 420A Certificate of | 14 days to object | All creditors (2) | $338.00filing fee |
|  |  | Mailing |  |  |  |
|  |  | Proposed Order |  |  |  |
| Sever, Chapter 11 | LR 10151(B) |  | MotionNotice 420A Certificate of | 14 days to object | All creditors (2) | $1738.00filing fee |
|  |  | Mailing |  |  |  |
|  |  | Proposed Order |  |  |  |
| Sever, Chapter 12 | LR 10151(B) |  | Motion Notice 420A Certificate of | 14 days to object | All creditors (2) | $278.00filing fee |
|  |  | Mailing |  |  |  |
|  |  | Proposed Order |  |  |  |
| Sever, Chapter 13 | LR 10151(B) |  | Motion Notice 420A Certificate of | 14 days to object | All creditors (2) | $313.00filing fee |
|  |  | Mailing |  |  |  |
|  |  | Proposed Order |  |  |  |

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| Schedules,Amendment to add creditors | 1009 |  | Amendment to Schedule Verification | Must mail a copy of the 341 meeting | Parties in interest (1)+ | $34.00 |
|  |  | Summary | notice to the | Additional |  |
|  |  | Certificate of | Additional | Creditors |  |

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| If case is closed, it will need to bereopened first. |  |  | Mailing Amendment toMatrix | Creditors |  |  |
| Schedules, Amendment no creditors added | 1009 |  | Amendment to Schedule Verification Summary Certificate of Mailing | Must mail a copy of the amendment | Parties in interest (1) | $34.00 if Schedule D, E, F orG and amending anything on the Schedule |
| Seal, Motion to File Sealed Document | 9037LR 5005(G) | 303(l) | Motion Certificate of Mailing Proposed Order | The court may rule ex parte or set for hearing | Parties in interest (1) |  |
| Seal, due to lack of redacted personal identifiers | 9037 |  | Motion Certificate of Mailing Proposed Order | The court will rule on ex parte or may set forhearing | Parties in interest (1) | $28.00 |
| Shorten Time | 9006(c)(1)See:9006(c)(2)prohibitions to shorten time |  | Application Certificate of Mailing Proposed Order | The court will rule on ex parte or may set for hearing | Parties in interest (1) |  |

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| Stay Pending Appeal | 8005 |  | Motion Certificate of Mailing Proposed Order | The court will rule on ex parte or may set for hearing | Parties in interest (1) |  |
| Strike |  |  | Motion | 14 days to | Parties |  |
|  | Notice 420A | object | receiving |
|  | Certificate of |  | notice of |
|  | Mailing |  | what is |
|  | Proposed Order |  | being |
|  |  |  | stricken |

|  |  |  |  |  |  |  |
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| Substitution, of Party | 7017 |  | Motion Notice 420A Certificate of Mailing Proposed | 14 days to object | Parties in interest (1) |  |
| Summary Judgment | 7056 |  | Motion BriefCertificate of Mailing | 14 days to file Response Brief14 days from date Response Brief filed, Reply Brief dueCourt will then take matter under advisement | Parties in interest (1)7004(b)(3)7004(b)(9)7004(g)7004(h) |  |

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| Summons, Alias | 7004-2 |  | Request for | Court to issue | Parties in |  |
|  | (D) | Issuance of | Alias | interest (1) |
|  | Alias Summons | SummonsPltf has 10 days to serve Summons | 7004(b)(3)7004(b)(9)7004(g) |
|  |
|  |  |  | andComplaint | 7004(h) |
|  |  |  | Defd has 30 |  |
|  |  |  | days to |  |
|  |  |  | Answer |  |
| Suspension of Payments |  |  | Motion Notice 420C Certificate of | 7 days prior to the hearing to object | All creditors (2) |  |
|  | Mailing |  |  |
|  | Proposed Order |  |  |
| Temporary Restraining Order |  |  | Application Certificate of Mailing | Court to rule ex parte **and** set for Final | All parties in interest (1) |  |
|  | TRO | hearing | Court to notify Judge and |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | all partiesASAP |  |
| Trustee, Request to Appoint in a Chapter 11 | 2007.1 | 1104 | Motion Notice 420C Certificate of | 7 days prior to the hearing to object | All creditors (2) |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Turnover estate property in debtor’s possession |  | 543 | Motion Notice 420ACertificate of | 14 days to object | Parties in interest (1) |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |

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| Vacate | 9024 |  | Motion Notice 420A Certificate of | 14 days to object | Same party who received |  |
|  |  | Mailing |  | Order being |
|  |  | Proposed Order |  | vacated |
| Vacate, Discharge | 9024 |  | Motion Notice 420A Certificate of | 14 days to object | All creditors (2) |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |
| Vacate, Dismissal | 9024 |  | Motion Notice 420A Certificate of | 14 days to object | All creditors (2) |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |
| Value of Personal Property (Asset to the Estate), Determine Consequential |  | 362(h)(2)521(a)(2) | Motion Notice 420A Certificate of MailingProposed Order | 14 days to object | Parties in interest (1) |  |
| Valuation, of | 3012 | 506(a) | Motion | 14 days to | Parties in |  |
| property |  |  | Notice 420A | object | interest (1) |
|  |  |  | Certificate of |  |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Venue, Change Transfer Case | 1014 | 28-1412 | Motion Notice 420CCertificate of | 7 days prior to the hearingto object | All creditors (2) |  |
|  |  |  | Mailing |  |  |
|  |  |  | Proposed Order |  |  |
| Waive Discharge, | 4006 | 727(10) | Motion | The court | Parties in |  |
| request by debtor |  |  | Proposed Order | will rule on | interest (1) |
|  |  |  |  | ex parte or |  |
|  |  |  |  | may set for |  |
|  |  |  |  | hearing |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | LR 9010 |  | Motion | 14 days to | Parties in |  |
|  | Notice 420A | object | interest (1) |
|  | Certificate of |  |  |
|  | Mailing |  |  |
|  | Proposed Order |  |  |
| Withdraw as Attorney with Entry of New Counsel | LR 9010 |  | MotionCertificate of Mailing | The courtwill rule on ex parte or | Parties in interest (1) |  |
|  |  | Proposed Order | may set for |  |
|  |  |  | hearing |  |
| Withdrawal of Claim |  |  | Withdrawal Certificate of Mailing | The court will rule ex parte | Parties in interest (1) |  |
| Withdrawal of Document |  |  | Withdrawal Certificate ofMailing | The court will rule exparte | Parties in interest (1) |  |
| Withdrawal of Motion, Application | LR 9014-1 (D) |  | Application with consent of opposing partyCertificate of | The court will rule ex parte | Parties in interest (1) |  |
|  |  | Mailing |  |  |
|  |  | Proposed Order |  |  |
| Withdrawal of |  | Title 28 | Motion | 14 days to | Parties in | $199.00 |
| Reference | 157(d) | Notice Form 420 for Withdrawal of the ReferenceCertificate of | object | interest (1) | filing fee |
|  |  | Mailing |  |  |  |

These guidelines are for reference purposes only and should not be relied upon instead of the Bankruptcy Code and Bankruptcy Rules or Local Rules. Parties are advised that they should consult the applicable Code sections and/or Rules. Proof of Service necessary where noted if parties served are not electronic filing users.

1. "Parties in interest" in a main case bankruptcy means: The debtor and debtor's attorney, trustee, U.S. Trustee, creditors' committee, any objecting party or attorney who may be directly involved with the proceeding and anyone else you deem necessary should receive notice. "Parties in interest" in an adversary proceeding means: The plaintiff and/or their attorney, the defendant and/or their attorney, U.S. Trustee, any objecting party or

attorney who may be directly involved with the proceeding and anyone else you deem necessary should receive notice.

1. "All Creditors" means: Everyone on the mailing matrix, parties in interest, plus any other attorney or objecting party who is not listed but might be a party in interest.