

BANKRUPTCY BUGLE



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NEW!

ELECTRONIC FILING PROGRAMS

The United States Bankruptcy Court for the District of Nevada is pleased to offer the following electronic filing programs that do not require a CM/ECF login.

Electronic Proof of Claim (ePOC) allows anyone with a computer connected to the Internet to electronically file a proof of claim with the Court. ePOC does not require a login, password or access to ECF. Click the link under the "I Want To" section on the court's website to electronically prepare a proof of claim, attach supporting documents and file. When filing a claim, please note the following:

- The creditor's full name and title must appear on the form.
- If you are filing a proof of claim for a creditor, your name and address must also be included on the form.

Electronic Financial Management Course Certificate (EFinCert) filing program will permit personal financial management course providers to file the Certificate of Debtor Education under Rule 1007(b)(7) electronically instead of requiring course providers to register as a limited filer in the court's CM/ECF case management system. Use of this electronic filing program constitutes certification that the filer is an approved provider of a personal financial management instructional course. This program is also located under the "I Want To" section on the court's website.

Please note that the failure of the provider to file the certificate OR of the debtor(s) to file Official Form 23 (Debtor's Certification of Completion of Postpetition Instructional Course Concerning Personal Financial Management) in a timely fashion in accordance with Fed. R. Bankr. P. 1007(c) will constitute a failure of the debtor to comply with this Rule and will result in the debtor's case being closed without a discharge. See Fed.R.Bankr.P. 4004(c)(1)(H). See Administrative Orders 2014-03 and 2014-04 for information regarding these programs.

NOTICE OF REMOVAL

A Notice of Removal is treated as a NEW Adversary in CM/ECF, and must be opened as such. It is NOT to be docketed under "Notice" and enhanced to say "Removal."

IMPORTANT

MOTIONS TO REOPEN A CASE

A bankruptcy case that has been dismissed or discharged may still remain open for various reasons, such as an open adversary proceeding or waiting on the trustee to file certain documents. Please make sure the case has been **closed** before you file a motion to reopen. We are seeing these motions being submitted in cases that have not yet been closed.

REMINDER REGARDING COMPLIANCE

WITH LOCAL RULE 9037(b)

Per FRBP 9037(a), any electronic or paper filing made with the court that includes any of the following information, **MUST** be redacted prior to filing with the court. A party or nonparty making the filing may include only:

- SSN or Taxpayer ID (only last four (4) digits allowed)
- Minor's names (only initials allowed)
- Dates of birth (only year of birth allowed)
- Financial Account Numbers (Only last four (4) digits allowed)

To redact sensitive information in a document already filed, you MUST file a Motion to Redact, as well as upload an order to redact for the Judge's signature. The order must have a redacted copy of the document attached. See LR 9037(b).

CHAT

The Nevada Bankruptcy Court has implemented a CHAT service for the public.

The CHAT Help Desk answers questions online Monday—Friday during regular court hours. In addition, phone calls to the Help Desk at 866-232-1266 will still be answered.

Access to CHAT can be found at the court website's home page:

www.nvb.uscourts.gov

BANKRUPTCY COURTHOUSE HOURS

7:30 A.M. to 5:00 P.M.

C. Clifton Young Federal Building and U.S. Courthouse and

Foley Federal Building and U.S. Courthouse.

Bankruptcy Court Intake Hours are:

9:00 A.M. to 4:00 P.M.

Excluding Weekends and Federal Holidays.

NEGATIVE NOTICE vs EX-PARTE MOTIONS

Local Rule 9014.1 sets out procedures for negative notice. There are some motions, objections and other matters that may be considered by the court without a hearing under the negative notice procedure described in this Rule if no party in interest requests a hearing. Once all rule requirements have been met, and in the event no party in interest timely files an objection, the court may consider the matter without further notice or hearing upon the movant’s submission of an order granting the relief. Nothing in this rule is intended to preclude the court from conducting a hearing on the motion, objection, or other matter even if no objection is filed within the time permitted in the negative notice legend.

Ex-parte Motions do not require a hearing date and time. Normally an order on an ex-parte motion is uploaded on the same day the motion is filed. If the order is granted, this usually concludes the matter. However, except for certain matters allowed to be filed ex-parte (as set out in the local rules), such motions are rarely granted.

PARTY ROLE TYPE IN CM/ECF

When you are filing a document and create a new party on a case (either a party you represent or yourself), in addition to adding all the address information, you must select the correct **role** of that party on the Party Information screen. The system defaults to Debtor and if you do not change this, then the party will be added as a Debtor to the case. Listed in the drop down box are many options for you to choose from to select the correct role type of your party.

BANKRUPTCY COURT CONTACT NUMBERS



LAS VEGAS CLERK’S OFFICE: (702) 527-7000
 RENO CLERK’S OFFICE: (775) 326-2100
 CM/ECF HELP DESK: (866) 232-1266

Frequently called numbers, e-mail addresses, and live on-line chat are available on the court’s website under Court Information: <http://www.nvb.uscourts.gov/about-the-court/contact-information/>.