

BANKRUPTCY BUGLE



REMINDER

WITHDRAWAL OF THE REFERENCE

The district court may withdraw the entire bankruptcy case or adversary proceeding, or any part thereof. The district court can exercise this authority on its own motion or on the timely motion of any party.

A motion to withdraw the reference of a bankruptcy case should be served and filed at or before the time first scheduled for the meeting of creditors. In an adversary proceeding, the motion should be served and filed on or before the date on which the party enters its first appearance in the case. In a contested matter, the motion should be served and filed concurrently with the first motion, opposition, or other paper filed in connection with the contested matter by the party requesting the withdrawal of the reference.

Local Rule 5011, which was recently revised, states that upon a motion to withdraw, all pleadings and papers with respect to the motion to withdraw the reference are to be filed in district court.

Any documents that are related to the bankruptcy case that are NOT part of the withdrawal of the reference should continue to be filed with the bankruptcy court.

For additional information and clarification on this matter, please see LR 5011 at: <http://www.nvb.uscourts.gov/rules-forms/rules/local-rules/5011/>.

Inside This Issue

<i>Withdrawal of the Reference</i>	1
<i>Email Updates</i>	1
<i>SNABA</i>	2
<i>Contact Numbers</i>	2
<i>CHAT</i>	2
<i>Courthouse Hours</i>	2
<i>Opening a Voluntary Petition</i>	3
<i>Courtroom Reminders</i>	3



EMAIL UPDATES

The court offers a free email subscription that allows subscribers to receive notifications by email when new information is available. Topics available for email updates include: site updates/announcements, CM/ECF announcements, service notifications, administrative/general order announcements, and employment opportunities. You only receive updates on topics that you specify and you may unsubscribe at any time.

If you are interested in signing up for this service, please click on this [link](#) to get started!

SNABA

The guest speakers for the February SNABA luncheon will be the Chapter 13 Trustees, Kathleen Leavitt and Rick A. Yarnall, speaking on the Mortgage Modification Mediation Program.

DATE: February 25, 2016

TIME: 11:30 A.M. to 1:00 P.M. (Speakers will begin around 12:00 P.M.)

LOCATION: Pullman Grill at Main Street Station

PRICE: \$25 for the luncheon or \$35 for the luncheon if you pay at the door.

RSVP: lorena@tthomaslaw.com

BANKRUPTCY COURT CONTACT NUMBERS



LAS VEGAS CLERK'S OFFICE: (702) 527-7000

RENO CLERK'S OFFICE: (775) 326-2100

Frequently called numbers, e-mail addresses, and live on-line chat is available on the court's website under Court Information:

<http://www.nvb.uscourts.gov/about-the-court/contact-information/>

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

C. Clifton Young Federal Building and U.S. Courthouse Hours and
Foley Federal Building and U.S. Courthouse Hours are:

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

Bankruptcy Court Intake Hours are:

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

Excluding Weekends and Federal Holidays.

STEPS TO MANUALLY OPEN A VOLUNTARY PETITION

Official Form B101/201, known as a “Voluntary Petition” must be filed by a debtor to begin a bankruptcy case.

Note: Steps 2-7 should be done immediately after opening.

In CM/ECF, click on Bankruptcy. Then click on the following Bankruptcy Events, answering the prompts that appear.

1. Open Voluntary BK Case (All Chapter 13 and 11 cases are opened as ASSET cases).
2. Creditor Maintenance ———> Upload list of creditors file.
3. Judge/Trustee Assignment. **THIS IS A VERY IMPORTANT STEP** in opening a new petition. It is a crucial part of case opening, and will ensure that you receive your 341 notice immediately.
4. Miscellaneous ———> Statement of Social Security Number(s).
5. Miscellaneous ———> Declaration re: Electronic Filing.
6. Miscellaneous ———> *select applicable Income Means Test events.*
7. For Individuals Only: Miscellaneous ———> Certificate of Credit Counseling.

The following applies to Chapter 13 cases only. Search for a Chapter 13 Plan Confirmation hearing (initial hearing only) date from the self-calendaring section on the court’s website, <http://www.nvb.uscourts.gov/calendars/self-calendaring-dates/>.

8. Plan ———> Chapter 13 Plan #1.
9. Notices ———> Confirmation Hearing.



COURTROOM REMINDERS

Counsel should pay attention to the signs posted on the day of the hearing to see if their matter has been relocated to another courtroom from the one posted on the calendar.

