



BANKRUPTCY BUGLE



Inside This Issue

<i>Revised Order Approving Ex Parte Application for Compensation and Reimbursement of MMM Expenses (NVB 105-23)</i>	1
<i>Chapter 13 Plan</i>	1
<i>Attorneys Appearing Pro Bono</i>	1
<i>Courthouse Hours</i>	1
<i>CHAT</i>	1
<i>Sealed Documents—Local Rule 9018</i>	2
<i>Office Closure</i>	2
<i>Certificate of Service</i>	2
<i>Opening a Voluntary Petition</i>	3
<i>Contact Numbers</i>	3



REVISED ORDER APPROVING EX PARTE APPLICATION FOR COMPENSATION AND REIMBURSEMENT OF MMM EXPENSES (NVB 105-23)

The court has updated the Mortgage Modification Mediation (MMM) Form, Order Approving Ex Parte Application for Compensation and Reimbursement of MMM Expenses (NVB 105-23) . The last paragraph was stricken due to Harris v. Viegelahn (135 S.Ct. 1829 (2015)). Use of MMM forms is mandatory.

CHAPTER 13 PLAN

On December 1, a new Chapter 13 plan will go into effect in order to comply with the provisions of amended Bankruptcy Rule 3015.



ATTORNEYS APPEARING PRO BONO

Attorneys who are appearing pro bono at a hearing should notify the courtroom deputy at the beginning of each calendar. The judge can then decide whether to call that matter first.

BANKRUPTCY COURT- HOUSE 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.

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

SEALED DOCUMENTS

Under seal means that the document to be filed contains sensitive material that the filing party does not want made public, though it will officially be a part of the court record.

To file under seal, you must make a separate motion before you file the document you want sealed. To **file under seal**, docket a Motion to File Under Seal electronically (**Motions/ Applications > Seal**), unless prohibited by law or the filing is exempt from electronic filing. You must also submit (over the counter) a captioned cover sheet complying with [Administrative Order 2016-08](#) indicating that they are being submitted in camera, secured to the outside of a large manila envelope containing the original unredacted motion for an in camera review by the presiding Judge. Be sure the motion is clearly marked "UNREDACTED."

After the court has reviewed the in camera submission and approves the motion to file under seal, the order that was submitted by the moving party will be processed accordingly. The court order authorizing filing documents under seal will be filed electronically, unless prohibited by law.

Parties should [contact](#) the courtroom deputy for a time and location to meet and deliver in camera documents.

OFFICE CLOSURE



The U.S. Bankruptcy Court, District of Nevada offices will be **closed** on **Friday, November 10th** in observance of **Veteran's Day**. Regular business hours will resume on Monday, November 13th.



CERTIFICATE OF SERVICE

Proof of service made in accordance with LR 2002(a)(1) must be filed within seven (7) days after the filing of the papers and pleadings required or permitted to be served. Failure to timely file a certificate of service in compliance with this rule **may** result in denial of the related motion, or removal of the motion from the court's hearing calendar.

The proof must show the date of service, the name of the person served, and the manner of service. A certificate of service must be included with all documents filed electronically, indicating that service was accomplished through the notice of electronic filing for parties and attorneys who are filing users and indicating how service was accomplished on any party or attorney who is not a filing user.

A local Certificate of Service form is available on the court's website: <http://www.nvb.uscourts.gov/rules-forms/forms/local-forms/>.

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.



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/>