

BANKRUPTCY BUGLE



Inside This Issue

Caption Corner	1
Updated Guidelines for Claims Agents	1
Proof of Interest Form	1
Chapter 11 Individual Discharges	2
Redactions	2
Contact Numbers	2
CHAT	2
Courthouse Hours	2



CAPTION CORNER

All case captions **must** match the Bankruptcy Court's official docket. For example, if the docket shows "Joseph Smith, an Individual" then all pleadings should have the entire name. Pleadings with only "Joseph Smith" are incorrect.

If any part of the debtor's name is missing or does not exactly match the court's docket, the pleading may be returned or receive a Notice of Docketing Error (NODE).

For adversary cases, terminated parties remain a part of the caption unless an order has been issued stating otherwise.

UPDATED GUIDELINES FOR CLAIMS AGENTS

Appointment of a Claims, Noticing and Balloting Agent (the "Claims Agent") is required if there are 1,000 or more creditors in a case and may be required by the court in other circumstances.

Updated [Guidelines](#) are now posted. Claims Agents must follow the Guidelines exactly. This includes docketing all proofs of claim filed in the debtor's case(s) **ONLY** on the court's electronic docketing system or the court's Electronic Proof of Claim (ePOC) system within 48 hours of receipt.

Orders to Show Cause may be issued against the debtor for failure to monitor the claims agent if the Guidelines are not followed.

NEW

PROOF OF INTEREST FORM

Local Rule 3001(a) requires a proof of interest to be filed using the court's local form. This new local form has now been posted on the court's [local forms](#) page.



CHAPTER 11 INDIVIDUAL DISCHARGES

Local Rule [3022.1](#) requires individual chapter 11 debtors to file a Certificate of Compliance, a local form, upon completion of all plan payments.

The Certificate of Compliance must be served on all creditors, and it must be filed as a **separate** document from the motion for entry of discharge.

REDACTIONS

In order to redact personal data identifiers from a document other than a transcript, a party must file a **Notice of Redaction** instead of a motion and order. The redacted document must be included as an attachment to the Notice.

Procedures can be found at: <https://www.nvb.uscourts.gov/electronic-case-filing/resources-documentation/procedures/redaction-previously-filed-document/>.

Any request to redact information other than personal data identifiers, as defined by Fed. R. Bankr. P. 9037(a), must be submitted to the court by motion.

To redact transcripts, the procedures can be found here: <https://www.nvb.uscourts.gov/case-info/transcripts-compact-discs/redaction-requests/>.

See [Local Rule 9037](#) for more information.

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:

<https://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

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.