

## VERIFIED PETITION in ADVERSARY

9/11/06

1. Select **Adversary** → **Adversary Misc**
2. Input case number
3. Select **Verified Petition** from menu
4. **Select the Party** you represent
5. Check box to establish attorney/party association if not previously associated
6. Browse to attach pdf
7. Skip **Refer to existing event(s)?** screen
8. At **Search for an attorney** screen add last name of attorney applying for verified petition and click [Search] (Fig. 1)

**Adversary Miscellaneous:**

06-07014-LBR.DOO v. WELLS FARGO BANK

Search for an attorney

Bar Id

Last name

Fig. 1

9. Select name if listed and after verifying name and address click [Select name from list]  
  
(NOTE: If name not listed or **No person found** click [Create new attorney])
10. At **Attorney Information** screen add address if not already reflected and click

[Add attorney] (Fig. 2)

**Attorney Information**

Last name	VINE	First name	HOLLY
Middle name	D.	Generation	
Title		Bar Id	
Office	VINE AND ASSOCIATES	Address 1	2596 SHOWLANE DR
Address 2		Address 3	
City	SILVERTHORNE	State	CO
Zip	80498	Country	
Phone	(303) 892-5369	Fax	
E-mail		Lead attorney	yes ▼

Fig. 2

11. **Select the Party** to be represented
12. When **Search for an attorney** screen appears again, click [End attorney selection]
13. At **Docket Text** complete prefix box and/or open text box if necessary
14. Click [Next] until transaction completed