



ECF Court Link

JULY 10, 2025

VOLUME 20, ISSUE 3

Eastern District
Of
North Carolina
CM/ECF
Newsletter

Case Statistics

May, 2025

<i>Ch. 7</i>	<i>97</i>	<i>Ch. 7</i>	<i>504</i>
<i>Ch. 11</i>	<i>12</i>	<i>Ch. 11</i>	<i>45</i>
<i>Ch. 12</i>	<i>1</i>	<i>Ch. 12</i>	<i>4</i>
<i>Ch. 13</i>	<i>324</i>	<i>Ch. 13</i>	<i>1490</i>
<i>Ch. 9</i>	<i>0</i>	<i>Ch. 9</i>	<i>0</i>
<i>Ch. 15</i>	<i>0</i>	<i>Ch. 15</i>	<i>1</i>
<i>Total</i>	<i>434</i>	<i>Total</i>	<i>2044</i>

Year to Date

June, 2025

<i>Ch. 7</i>	<i>128</i>	<i>Ch. 7</i>	<i>632</i>
<i>Ch. 11</i>	<i>8</i>	<i>Ch. 11</i>	<i>53</i>
<i>Ch. 12</i>	<i>0</i>	<i>Ch. 12</i>	<i>4</i>
<i>Ch. 13</i>	<i>331</i>	<i>Ch. 13</i>	<i>1821</i>
<i>Ch. 9</i>	<i>0</i>	<i>Ch. 9</i>	<i>0</i>
<i>Ch. 15</i>	<i>0</i>	<i>Ch. 15</i>	<i>1</i>
<i>Total</i>	<i>467</i>	<i>Total</i>	<i>2511</i>

Year to Date

EBI Follow Up

by Christine Castelloe

During our Clerk's Office session at the 2025 Eastern Bankruptcy Institute we solicited feedback from you to help us meet your needs. Thank you so much for your kind words and thoughtful suggestions – here is a quick update: First of all, the easiest task has been completed – the squeaky hinge on the gate in Judge Warren's courtroom has been fixed. Some of you asked about putting the Post Judgment Interest Rate and the Chapter 13 Till rate on our website – those options are now there. From the main page, check the Resources tab and you'll find them.

We also talked about two features that are available under the Attorney Info tab on the main page of our website:

- 1. The Attorney Training Manual has detailed filing instructions for every CM/ECF event; it's a great resource (especially when you're working after hours and we're not available to help you).*
- 2. Attorney and Staff Orientation – if you're new to bankruptcy practice, or a new staff member, please check out our orientation program. It can be conducted remotely if a visit to the Courthouse isn't convenient. Going forward, we have added an e-mail address where you can send future suggestions; we want to know if there are more resources we can provide to help all of us complete our tasks more efficiently, so please reach out. Send your ideas to: Suggestions@nceb.uscourts.gov. Thank you!*

EBI Refresher

Below is a brief refresher on operations items that were discussed at EBI:

Courtroom Matters:

- No need to contact the court for hearing dates for continued confirmation hearings. They are located on the court's website under Calendars. Look for the applicable Judge and select a motions day that is more than 21 days out.*
- To check on the status of routine orders, contact the applicable case administrator, not the court staff. The case assignment list is posted on the court's website.*
- File items timely to avoid a show cause hearing being scheduled. The court should not be a tickler system. There are numerous show causes being scheduled because matters are not taken care of by the deadline.*

- *Bring enough copies of exhibits for court (Judge, law clerks, witnesses, attorneys).*
- *Use the “Withdrawal of Objection to Confirmation” event rather than “Withdrawal of Document”. Our calendaring program doesn’t update the calendar correctly when the wrong event is used.*
- *Include consent on motions to continue hearing.*
- *Contact courtroom staff using the court staff email address, not the courtroom deputy’s direct email. This ensures that the correct person is reached, and that you are answered in the event that someone is out of the office or in court.*
- *Do not contact the case administrator regarding scheduling matters or removal of matters from the calendar. Please use the applicable court staff group email.*

Petition Issues:

- *Duplicate cases are being filed. If you are unsure if a case filed or not, please contact the court or check PACER before re-submitting.*
- *Make sure the information entered on the docket matches the information on the petition. Names are being misspelled and incorrect counties are being selected.*
- *Ensure that creditors are uploaded when a new case is filed. If the creditors are not uploaded, it affects the scheduling of the meeting of creditors and other deadlines.*

Proposed Orders:

- *Ensure that orders are properly formatted (3-inch margin, End of Document, etc.) and that the caption is correct. Ensure all information is accurate and check for grammar/spelling mistakes.*

Docketing Issues:

- *Corrected PDF vs. Amended: The Corrected PDF event should only be used if a deficiency was sent directing you to use that event or if you received court approval. In any other instance, file as amended.*
- *Do not refile a motion using the same event when you are amending. The “Amended/Amendment to Motion/Application event should be used.*
- *A Certificate of Service should always refer to the document being served, never to a deficiency notice.*
- *Never guess what event you should use to file a document. Contact the helpdesk for guidance.*
- *Applications for Compensation: We are seeing a lot of errors on these, especially on the below screen. Check the “Filer” box next to the party filing the application, in this case the attorney. The “Applicant” is the party applying for fees, in this case the broker, so that is where the fees and expenses should be entered.*

Applicant Attorney Test Jr.	
<input checked="" type="checkbox"/>	Filer
From	<input type="text"/>
Fee request \$	<input type="text"/>
Applicant Broker1	
<input type="checkbox"/>	Filer
From	<input type="text"/>
Fee request \$	<input type="text" value="2500.00"/>

In this situation, the final docket text should read “Application for Compensation for Broker1, Realtor, Fee: \$2500.00, Expenses: \$0.00 filed by Attorney Test Jr.”

QUESTIONS/ANSWERS:

Q. I need to modify the secondary emails on my CM/ECF account. Do I need to submit an update request via PACER??

A. No. To update your secondary emails, you must log into your CM/ECF account, select Utilities, then Maintain User Account and then Email Information. *Please note that primary emails may not be updated here. That must be done through your PACER account.*

CM/ECF Contacts:

Helpdesk Line: (919)334-3850

Kelly Shum-Drake

Telephone Number: (919)334-3806

E-Mail Address: Kelly_Shum-Drake@nceb.uscourts.gov

Christy Gurgone

Telephone Number: (919)334-3848

E-Mail Address: Christy_Gurgone@nceb.uscourts.gov

Dawn Wright

Telephone Number: (919)334-3807

E-Mail Address: Dawn_Wright@nceb.uscourts.gov

Also, please look for the below icon on our homepage to access our Live Chat feature!



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