

Rule 1019-1
CONVERSION - PROCEDURE FOLLOWING

- (a) FILING OF CHAPTER APPLICABLE OFFICIAL BANKRUPTCY FORMS 122A-1, 122A-1SUPP, 122A-2, 122B, 122C-1, AND 122C-2 UPON CONVERSION OF CASE. Individual debtors converting to another chapter shall file any Official Bankruptcy Forms numbered 122A-1, 122A-1SUPP, 122A-2, 122B, 122C-1 and 122C-2 that are applicable to the chapter to which the case is being converted within 14 days of entry of the conversion order.
- (b) RESETTING OF FILING PERIODS UNDER SECTIONS 704 UPON CONVERSION OF CASE TO CHAPTER 7. Upon the conversion of an individual debtor's case to chapter 7 from another chapter, the bankruptcy administrator shall have ten (10) days from the first meeting of creditors scheduled as a result of the conversion in which to file a statement as to whether the debtor's case should be presumed to be an abuse under section 707(b). If such a statement is filed, the bankruptcy administrator shall have 30 days after the date of filing the statement to comply with the requirements of section 704(b)(2). The filing periods detailed within Fed. R. Bankr. P. 1017(e) shall also run from the first meeting of creditors scheduled as a result of the conversion.
- (c) INFORMATION CONTAINED IN OFFICIAL BANKRUPTCY FORMS 122A-1, 122A-1SUPP, 122A-2, 122B, 122C-1, AND 122C-2. The information contained in Official Bankruptcy Forms 122A-1, 122A-1Supp, 122A-2, 122B, 122C-1, and 122C-2, filed by an individual debtor, as a result of the conversion, shall contain information accurate as of the date of the conversion.

Rule 2002-1

NOTICE TO CREDITORS AND OTHER INTERESTED PARTIES

- (a) AMENDED OR SUPPLEMENTAL SCHEDULES. The § 341 meeting will be scheduled and the clerk of court, or such other person as the clerk of court may designate, will notify the creditors listed on the matrix filed with the petition. If additional creditors are added either through filed schedules or amendments to schedules being filed after notice has been given, the debtor shall serve the notice of commencement of case, meeting of creditors, and deadlines, ~~along with a proof of claim form if a notice to file a proof of claim has been given,~~ on the added creditors and file a certificate of service with the clerk of court within seven days after service.

Rule 2016-2
PROCEDURE FOR OBTAINING REIMBURSEMENT
OF ATTORNEY FEES BY CREDITOR

A creditor seeking reimbursement of ~~post-petition~~ attorney fees in excess of \$5,000.00 ~~under 11 U.S.C. § 506(b)~~ shall file an application for fees, and it shall be served pursuant to the Administrative Guide. The application shall substantially comply with the requirements of Fed. R. Bank. P. 2016 and the Bankruptcy Administrator's Procedures for Preparing and Submitting Applications for Compensation by Professionals.

Rule 4001-1
RELIEF FROM THE AUTOMATIC STAY

- (d) MOTION FOR CONTINUANCE OR IMPOSITION OF AUTOMATIC STAY. The court may, in its discretion, rule on a motion for continuation or imposition of the automatic stay under 11 U.S.C. § 362(c)(3)(B) and § 362(c)(4)(B) without hearing if:
- (1) the debtor files a motion for continuation of the automatic stay within 5 days of the petition date;
 - (2) no objection is filed by a party in interest;
 - (3) the motion is accompanied by a notice of motion and the debtor's affidavit or unsworn declaration under 28 U.S.C. § 1746 with sufficient facts to support the motion; **and**
 - (4) the motion and accompanying documents are timely served on all creditors and the trustee, if one has been appointed, contemporaneous with the filing of the motion; **and**
 - (5) **the movant shall contact the clerk's office by the email address designated for the courtroom staff of the appropriate judge to inform that the motion has been filed so that the motion may be immediately referred to the judge.**

Rule 4002-1
DEBTOR DUTIES

- (a) The following shall apply to individual debtors in all cases.
- (2) TAX RETURN. Not later than 7 days before the date first set for the meeting of creditors, and unless the trustee consents to receiving them at a later time, the debtor shall provide to the trustee a copy of the debtor's Federal income tax return, [redacted in accordance with Rule 9037 of the Federal Rules of Bankruptcy Procedure](#), for the most recent tax year ending immediately before the commencement of the case and for which a return was filed, including any attachments, or a transcript of the tax return, or provide a written statement that the documentation does not exist.

RULE 9013-3
CERTIFICATE OF SERVICE

Each pleading or document to be served on any party shall have attached a certificate reflecting that service has been made on ~~the~~ **required parties** and identifying the method of service, **including identifying those parties to be served electronically.**

Rule 9014-2
CONTESTED MATTERS – EXPEDITED

- (b) PROCEDURE.
- (1) Any request for a shortened notice time and expedited hearing shall be filed as a separate motion.
 - (2) The motion for which shortened notice time is requested shall be filed contemporaneously with the filing of the motion for shortened notice.
 - (3) The movant shall contact the clerk's office by [the email address designated for the courtroom staff of the appropriate judge](#) to inform that the motion has been filed so that the motion may be immediately referred to the judge.

~~Rule 9036-1~~

~~NOTICE BY ELECTRONIC TRANSMISSION~~

- ~~(a) Whenever the clerk or some other person as directed by the court is required to send notice by mail, and the entity or person entitled to receive the notice requests in writing that instead of notice by mail, all or part of the information required to be contained in the notice be sent by a specified type of electronic transmission, the court may direct the clerk or other person to send the information by such electronic transmission.~~
- ~~(b) Notice by electronic transmission is complete, and the sender shall have fully complied with the requirement to send notice, when the sender obtains electronic confirmation that the transmission has been received, except where the recipient of the notice has agreed in writing that confirmation is not required, in which case notice is complete upon transmission.~~