



ECF Flier

March 2000

Accessing ECF/System Downtime

On occasion, our internet site may be down. When this occurs, you may still access ECF via <http://ecf.vaeb.uscourts.gov>.

In addition, if our Internet search feature is down, we ask that you please use the BRASS or PACER system for NIBS cases, and the Public Case Query for ECF cases until the internet search feature is restored.

In the future, we will post any known ECF downtime in the scroll text bar on our website.

If you are trying to access ECF and cannot get in, please call our ECF Help Desk at 1-888-271-8610 immediately to report the problem. It is important to note the date, exact time of the day and nature of the problem. The clerk's office maintains a log of ECF downtime. Deeming the filing of a document or paper to be timely under such circumstances is a judicial function that only the court can determine upon motion.

E-Mail to Court Personnel

Please do not e-mail documents or send questions of a case-specific nature to individuals at the court.

Notice of Voluntary Conversion vs. Motion to Convert

When the debtor requests conversion of a chapter 12 or 13 case to a chapter 7, FRBP 1017(f)(3) authorizes the filing of a "Notice of Voluntary Conversion". A request to convert a chapter 7 to another chapter, however, must be made by motion.

Chapter 13 Plan and Related Motions and Notice - REVISED

The "Chapter 13 Plan and Related Motions and Notice" forms have been updated to include a new proof of service. The revised version can be found on our "Bankruptcy Forms" page. If you have not done so already, please download the new form and begin using it immediately for this type of activity.

Filing a Proof of Claim for Fees

If you are planning to file a proof of claim for attorney fees, you may add yourself to the creditor text file when uploading the list of creditors.

This will save you some time when filing the proof of claim, as your name already will appear on the creditor pick list.

E-Mail Notification

It has come to our attention that some attorneys who are "live" in the system are not receiving e-mail notification of pleadings/docket entries made. If you have not done so already, please set up your e-mail notification in the live system by the following process:

From the Main Menu Bar ->Reports ->Set Up E-Mail Notification ->Complete steps 1 through 5.

This same process will allow users to edit their e-mail notification at any time.

If you have any questions, please contact the ECF Help Desk.

Notice of Rescheduled Meeting of Creditors

Attorneys who have requested a continuance of a 341 meeting or have rescheduled a 341 meeting due to non-appearance at the originally scheduled meeting should file a "Notice of Rescheduled Meeting of Creditors", for which there is a form on our Internet site under "Bankruptcy Forms." When docketing, please do so as a "Notice of Rescheduled Meeting of Creditors", selecting the entry for the proper chapter. By using the proper event code, you will be allowed to update the meeting date and deadline(s), which are appropriate for that chapter.

Related Items

When filing a "Notice of Hearing" or any type of notice that relates to a motion, please relate the notice to the motion in which you are referring.

To do this, you will need to select: "Does this filing refer to an existing document in this case? (If yes, click on the box)", and then select the proper related-document category.

Notice of Appearance

If you are an attorney who is submitting a letter or pleading noting that you represent a creditor and wish to receive future notices, please docket this as a "Notice of Appearance" rather than as a "Request for Notice/Service" or "Letter."

At the same time, please add the creditor in care of yourself to the list of creditors (through Creditor Maintenance).

Alexandria Training

All ECF training in Alexandria now is being conducted in the training room at the Clerk's Office. To reserve a seat at the next training session, please call:

Kathy Dragg (703) 258-1211
Evelyn Flowers (703) 258-1225

The next scheduled dates are:

March 22, 2000 at 9:30 a.m.
March 29, 2000 at 9:30 a.m.

Service of Summons

The events "Summons Service Executed" and "Summons Service Unexecuted" have been removed. When docketing the service of the summons, please use "Certificate of Service" found in Bankruptcy ->Other.

February 2000 ECF Statistics

	Bankruptcy Adversary	
Alexandria	98	4
Norfolk	157	3
Richmond	106	1
Newport News	288	10
District Total	649	18
Total ECF Cases filed in 2000	1138	
Total ECF Cases filed in 1999	3539	
Total ECF Cases filed in 1998	421	



Attorneys that went LIVE - February 2000

Norfolk/Newport News

Anastasia Kezman

Richmond

Gregg Nivala
Bruce Robinson
Sherman Lubman
Richard Stein
Robert B. Hill
Steve Friedberg
Loc Pfeifer
Bruce Matson

Attorney Training: February 2000

Alexandria - 20

Jeffrey A. Scharf
Nelson Deckelbaum
Stephen W. Nichols
Neil S. Welles
Steve Fisher
Fiki Ramadan
Steve Ramsdell
Scott Newton
Richard Stolker
Kevin Fitzpatrick
Bernard Gild
James Schroll
Thomas Repczynski
Joseph Corish
Jonathan Kinney
Charles Erik Gustafson
James Bruce Davis
Christie Dowling
Jennifer Brust

Richmond - 7

Archie Berkeley, Jr.
Sheila Kelley
Rhysa South
Paul Curley
Phil Baxa
James Nolan
Andrea Sullivan

Norfolk/Newport News - 3

Richard West
Kim Van Horn
Ruth Gibson

Total Number of Attorneys Trained - 287

ECF Information and Helpful Numbers:

ECF Help Desk: **1-888-271-8610**

Questions? E-Mail us at the following
address:

andrea_redmon@vaeb.uscourts.gov

Contacts for Attorney Training:

Alexandria -

Evelyn Flowers (703) 258-1225

Richmond -

Debbie Lowe (804) 916-2445

Norfolk -

Pat Woodhouse (757) 222-7575

Newport News -

Caroline Bradley (757) 222-7574