



# ECF Flier

November 2000

For more information on ECF, please visit us at: <http://www.vaeb.uscourts.gov/ecf/ecf.htm>

## Clerk's Office Telephone List

In response to a suggestion made by several attorneys, we have added a Clerk's Office Telephone List to our website. To access this list, go to <http://www.vaeb.uscourts.gov/fonelist.htm>.

Please note that this list may be updated periodically. For this reason, we suggest that you go to this list before placing a call directly to a specific case administrator, or courtroom deputy.

## Survey Says...

The Electronic Case Filing Usage and Preparedness Survey concluded on October 20, 2000. We would like to thank the 253 respondents for their participation in the survey.

A compilation of the statistical results and comments submitted can be found by visiting our [ECF Home Page](#), and clicking on "ECF Survey Results".

The survey responses provided useful information and will assist us in planning further implementation of CM/ECF.

## Submission of Diskettes

When submitting diskettes to the clerk's office, files on the diskettes **must** have an extension noting the type of file attached (i.e. .doc, .wpd, .pdf).

## Applications for Compensation

In an effort to simplify the filing of an Application for Compensation, below are the steps that need to be followed. Please note that complete instructions will be placed on our [ECF On-Line Training Manual](#) page within a few days.

1. You must file a separate application for each professional to receive compensation.
2. When docketing, at party filer screen, select party receiving compensation.
  - a. If they are not listed, you will need to Add/Create New Party.
  - b. If the compensation is for you, you will need to Add/Create yourself as a party in the case. (role type "attorney")
3. At fee award screen, check to make sure Applicant: reflects party receiving compensation.
4. Select appropriate Type:
5. Complete remaining information regarding Time Period, Fees and Expenses.

Note: Currently the fee award information will not appear in the docket text.

## Tidewater Bankruptcy Bar Association Seminar

The Tidewater Bankruptcy Bar Association Seminar will be held on Friday, December 1, 2000, from 9:00 a.m. until 4:45 p.m. at the Norfolk Airport Hilton. At the Bar Association's invitation, representatives from the Bankruptcy Clerk's Office will be present to demonstrate the Electronic Case Filing process and answer questions.

### Judiciary Seeks Public Comment on Internet Access

On November 13, 2000, the Administrative Office of the U.S. Courts announced that the Judicial Conference of the U.S. is studying the privacy and security implications of vastly wider public access to court documents via the Internet.

Public comment is sought. Options currently under consideration can be found by clicking on the "Document for Comment" box at <http://www.privacy.uscourts.gov/>.

Comments should be submitted by 5 p.m., January 26, 2001.

## October 2000 ECF Statistics

### Bankruptcy Adversary

Alexandria	123	9
Norfolk	253	8
Richmond	152	8
Newport News	311	9
<b>District Total</b>	<b>839</b>	<b>34</b>
<b>Total ECF Cases filed in 2000</b>		<b>7173</b>
<b>Total ECF Cases filed in 1999</b>		<b>3539</b>
<b>Total ECF Cases filed in 1998</b>		<b>421</b>
<b>Total ECF Cases filed to date</b>		<b>11,133</b>



### Attorneys that went LIVE October 2000

**Alexandria**  
William Seals

**Norfolk/Newport News**  
David McCormick  
Nicolas Foster

**Richmond**  
David Smith

**Out of State**  
Brian David Huben  
Paul Vincent Shalhoub

## Attorney Training: October 2000

### Norfolk/Newport News - 9

David M. McCormick  
M. Richard Epps  
Edward J. Sargent  
Steven Richards  
Megan Burns  
Michelle Hughes  
Timothy Dorsey  
Grig Scifres  
Robert Saunders

### Alexandria – 5

Bruce Henry  
Kevin O'Donnell  
Jeffrey Fairfield  
Daniel Glanz  
Kristi Caturano

### Out of State – 2

Brian David Huben  
Paul Vincent Shalhoub

**Total Number of Attorneys Trained - 376**

## 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: (all training begins at 9:30 a.m.)

November 29th  
December 6th, 12th, and 14th

## ECF Information and Helpful Numbers:

[Click here to link to the Court Website](#)

ECF Help Desk: 1-888-271-8610

Questions? E-Mail us! [ECF Questions](#)

### 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