

**U. S. Bankruptcy Court  
Eastern District of Virginia**

**CM/ECF 4.1 & 4.2**



**Summary of New Features  
for Chapter 7 and 13 Trustees**

# What's New in Release 4.1 & 4.2 for Chapter 7 and 13 Trustees

## Trustee's 341 Filings

*Enhanced Chapter 7 Processing, New Module for Chapter 13 Trustees*

The **Trustee's 341 Filings** program has been enhanced to include the option to:

- Continue multiple 341 meetings at one time.
- Add customized text to each docket entry.
- Add standardized text to indicate whether the debtor(s) appeared.
- Sort by time as well as case number.
- Allow Chapter 13 trustees to use the Trustee's 341 Filings program.

### Continue Multiple 341 Meetings

On the Trustee's 341 Filings selection screen, a new "Continue multiple 341 meetings" check box is displayed, **see Fig. 1**. A new sort-by-time option, which gives flexibility in organizing the cases on the calendar, has been added to selection criteria screen. The Case Number sort option remains available.

If this box is checked, a new screen is displayed to allow the trustee to continue 341 meetings for some or all of the cases with meetings on the selected date.

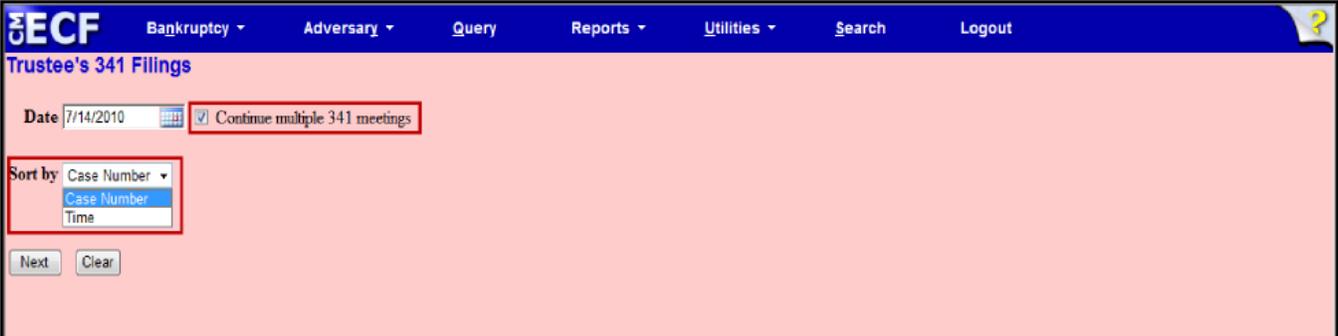
The screenshot shows the 'Trustee's 341 Filings' web application interface. At the top, there is a navigation bar with the ECF logo and menu items: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. The main content area has a light pink background. It features a 'Date' field with the value '7/14/2010' and a calendar icon. To the right of the date field is a checked checkbox labeled 'Continue multiple 341 meetings'. Below this is a 'Sort by' dropdown menu currently set to 'Case Number', with 'Case Number' and 'Time' as visible options. At the bottom left of the form area are 'Next' and 'Clear' buttons.

Fig. 1

This screen below displays all cases for which the trustee has a 341 meeting scheduled on the selected day. The trustee makes hearing outcome, date, time and location selections for continuances. An "Additional docket text" field allows the trustee to add information to the docket text. Additionally, the user may make selections from the radio buttons to the right indicating whether the debtor(s) appeared, **see Fig. 2 on next page**. The cases displayed can be

grouped by chapter and the check box displayed in the header row (to the left of the "Case" label) sets all case check boxes to its own value.

U.S. Bankruptcy Court  
SDSD  
Trustee Julian Mayfair  
7/14/2010

Continue:  
Date: 7/27/2010 Time: 10:00 AM  
Location: Room 101 U.S. Trustee's Office

Additional docket text  
Due to weather conditions, this 341 meeting was rescheduled for all debtors listed.

Debtor:  appeared  absent  (No text)  
Joint debtor:  appeared  absent  (No text)

Chapter 7 Cases

Case	Time	Location
<input checked="" type="checkbox"/> 10-10103 Jason J. Anderson	10:00 AM	Room 101 U.S. Trustee's Office
<input checked="" type="checkbox"/> 10-10110 Bruce J. Oberman and Joyce C. Oberman	10:00 AM	Room 101 U.S. Trustee's Office
<input checked="" type="checkbox"/> 10-10111 Henry J. Stillman and Ann L. Stillman	10:00 AM	Room 101 U.S. Trustee's Office
<input checked="" type="checkbox"/> 10-10112 Mark J. Loyed	10:00 AM	Room 101 U.S. Trustee's Office
<input checked="" type="checkbox"/> 10-10113 James F. Baker	10:00 AM	Room 101 U.S. Trustee's Office
<input checked="" type="checkbox"/> 10-10114 Larry J. Chambers and Gloria H. Chambers	10:00 AM	Room 101 U.S. Trustee's Office
<input checked="" type="checkbox"/> 10-10115 Paul C. Henderson and Joyce K. Henderson	10:00 AM	Room 101 U.S. Trustee's Office

Submit Clear

Fig. 2

### Chapter 7 341 Meeting Processing Screen

If the trustee runs the report without selecting the "Continue multiple 341 meetings" box, this Trustee's 341 Filings screen is displayed, *see Fig. 3*. An "Assets Collected" box is available. *Fig. 3*

U.S. Bankruptcy Court  
SDSD  
Trustee Julian Mayfair  
7/14/2010

Chapter 7 Cases

Case Number	No Action	Report of No Distribution (NDR)				Meeting Held	Continue To
		No Funds	Dismiss / Convert No Funds	Dismiss / Convert Funds	Min Funds		
10-10103 Jason J. Anderson	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10110 Bruce J. Oberman and Joyce C. Oberman	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10111 Henry J. Stillman and Ann L. Stillman	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10112 Mark J. Loyed	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10113 James F. Baker	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10114 Larry J. Chambers and Gloria H. Chambers	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10115 Paul C. Henderson and Joyce K. Henderson	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Submit Clear

Fig. 3

For all options other than "No Action," a text box and debtor appearance selections are displayed, *see Fig. 4 on next page*.

Case Number	No Action	Report of No Distribution (NDR)			Meeting Held	Continue To
		No Funds	Dismiss / Convert No Funds	Dismiss / Convert Funds		
10-10103 Jason J. Anderson	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	Real Property (8A)	35000.00	Personal Property (8E)	2161.00	Assets Exempt (8C)	Assets Abandoned 93061.00
Claims Discharged 112989.25	Secured Claims (8D)	81403.00	Unsecured Priority Claims (8E)	0.00	Unsecured Nonpriority Claims (8F)	51520.25
Additional docket text						
Debtor: <input type="radio"/> appeared <input type="radio"/> absent <input checked="" type="radio"/> (No text)						
10-10110 Bruce J. Oberman and Joyce C. Oberman	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10111 Harry J. Stillman and Ann L. Stillman	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10112 Mark J. Loyed	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10113 James F. Baker	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10114 Larry J. Chambers and Gloria H. Chambers	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10115 Paul C. Henderson and Joyce K. Henderson	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Fig. 4

### Chapter 13 Trustees

A new option in CM/ECF allows Chapter 13 Trustees now to use the Trustee 341 Filings batch program to process their §341 meetings.

Each case on the calendar can be processed at once, or one can select individual cases to docket. Standardized entries for each selection will be automatically docketed to the case.

### Continue Multiple 341 Meetings

On the Trustee's 341 Filings selection screen, a "Continue multiple 341 meetings" check box is displayed, *see Fig. 5*

Fig. 5

If this box is checked for "Continue multiple 341 meetings", a new screen is displayed to allow the trustee to continue 341 meetings for some or all of the cases with meetings on the selected date, *see Fig. 6 on next page*.

This screen displays all cases for which the trustee has a 341 meeting scheduled on the selected day. The trustee makes date, time and location selections. An "Additional docket text" field allows the trustee to add information to the docket text; to add text indicating whether the debtor(s) appeared, the user may make selections from the radio buttons to the right.

U.S. Bankruptcy Court  
SDSD  
Trustee Kathleen Nelson  
7/28/2010

Continue:  
Date: [ ] Time: [ ]  
Location: [ ]  
Additional docket text: [ ]  
Debtor:  appeared  absent  (No text)  
Joint debtor:  appeared  absent  (No text)

Chapter 13 Cases

Case	Time	Location
<input type="checkbox"/> 10-10104 Andrew H. Abernathy and Crystal J. Abernathy	10:00 AM	Room 101 U.S. Trustee's Office
<input type="checkbox"/> 10-10105 Clyde C. Bennett and Jane H. Bennett	10:00 AM	Room 101 U.S. Trustee's Office
<input type="checkbox"/> 10-10107 Samuel J. Peterson and Mary P. Peterson	10:00 AM	Room 101 U.S. Trustee's Office
<input type="checkbox"/> 10-10108 Larry C. Porter	10:00 AM	Room 101 U.S. Trustee's Office
<input type="checkbox"/> 10-10109 George C. Crawford and Gail K. Crawford	10:00 AM	Room 101 U.S. Trustee's Office

Submit Clear

Fig. 6

If the Chapter 13 Trustee runs the report without selecting the "Continue multiple 341 meetings" box, the screen below is displayed. See Fig. 7

U.S. Bankruptcy Court  
SDSD  
Trustee Kathleen Nelson  
7/28/2010

Chapter 13 Cases

Case Number	No Action	Meeting Not Held	Meeting Held	Continue To
10-10104 Andrew H. Abernathy and Crystal J. Abernathy	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10105 Clyde C. Bennett and Jane H. Bennett	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10107 Samuel J. Peterson and Mary P. Peterson	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10108 Larry C. Porter	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10-10109 George C. Crawford and Gail K. Crawford	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Submit Clear

Fig. 7

For all options other than "No Action," a text box and debtor appearance selections are displayed, see Fig. 8 on next page.

The screenshot shows the CM/ECF interface for the U.S. Bankruptcy Court, SDCSD, with Trustee Kathleen Nelson as of 7/28/2010. The page is titled "Chapter 13 Cases" and displays a table of cases with columns for "Case Number", "No Action", "Meeting Not Held", "Meeting Held", and "Continue To". The first case listed is 10-10164 for Andrew H. Abernathy and Crystal J. Abernathy. Below the table, there is a form for "Additional docket text" with radio button options for "Debtor" and "Joint debtor", each with sub-options for "appeared", "absent", and "(No text)". The "No text" option is selected for both. Below the form, there are "Submit" and "Clear" buttons.

Fig. 8

## Mortgage Payment Changes

### Rule 3002.1

- Provides a process for a Chapter 13 debtor to cure a default and maintain payments on a home mortgage during the plan.
- Applies to claims that are:
  - secured by a security interest in the debtor's principal residence; and
  - provided for under 1322 (b)(5) of the Code in the debtor's plan.
- To comply with the rule, CM/ECF has been modified to allow a creditor to file the "Notice of Mortgage Payment Change," the "Notice of Postpetition Mortgage Fees, Expenses, and Charges," and the "Response to Notice of Final Cure Payment" as a supplement to the holder's proof of claim. Several areas are affected by this change, as described below.
- **The change is effective December 1, 2011.**

**Mortgage Creditors must file three new events as supplements to the claim.** When docketed, these events appear in the history section of the Claims Register.

- "Notice of Mortgage Payment Change," *see Fig. 9 on next page.*
- "Notice of Postpetition Mortgage Fees, Expenses, and Charges," *see Fig. 10 on next page.*
- "Response to Notice of Final Cure Payment" - Rule 3002.1.

### The Three New Claim Events:

- Supplement to claim on claims register
- Not an attachment to the claim
- Not an amended claim
- Docketed as a claims event, through Bankruptcy, Trustee/U.S. Trustee

- Will appear on the claims register history
- Events are filed by the mortgage creditor

## Notice of Mortgage Payment Change

**B 10 (Supplement 1) (12/11)**

UNITED STATES BANKRUPTCY COURT

District of \_\_\_\_\_

In re \_\_\_\_\_ Debtor Case No. \_\_\_\_\_ Chapter 13

**Notice of Mortgage Payment Change**

If you file a claim secured by a security interest in the debtor's principal residence provided for under the debtor's plan pursuant to § 4322(b)(5), you must use this form to give notice of any changes in the installment payment amount. File this form as a supplement to your proof of claim at least 21 days before the new payment amount is due. See Bankruptcy Rule 3002.1.

Name of creditor: \_\_\_\_\_ Court claim no. (if known): \_\_\_\_\_

Last four digits of any number you use to identify the debtor's account: \_\_\_\_\_ Date of payment change: \_\_\_\_\_  
Must be at least 21 days after date of this notice

New total payment: \$ \_\_\_\_\_  
Principal, interest, and escrow, if any

- B10 Supplement 1  
Notice is filed as a “supplement” to the claim.
- Creditor will notify the debtor, debtor’s attorney, and trustee of any changes in the payment amount no later than 21 days before the new payment amount is due.

Fig 9

## Notice of Postpetition Mortgage Fees, Expenses, and Charges (B10 Supplement 2)

**B 10 (Supplement 2) (12/11)**

UNITED STATES BANKRUPTCY COURT

District of \_\_\_\_\_

In re \_\_\_\_\_ Debtor Case No. \_\_\_\_\_ Chapter 13

**Part 1: Itemize Postpetition Fees, Expenses, and Charges**

Itemize the fees, expenses, and charges incurred on the debtor's mortgage account after the petition was filed. Do not include any escrow account disbursements or any amounts previously itemized in a notice filed in this case or ruled on by the bankruptcy court.

Description	Dates Incurred	Amount
1. Late charges	_____	(1) \$ _____
2. Non-sufficient funds (NSF) fees	_____	(2) \$ _____
3. Attorney fees	_____	(3) \$ _____
4. Filing fees and court costs	_____	(4) \$ _____
5. Bankruptcy/Proof of claim fees	_____	(5) \$ _____
6. Appraisal/Broker's price opinion fees	_____	(6) \$ _____
7. Property inspection fees	_____	(7) \$ _____
8. Tax advances (non-escrow)	_____	(8) \$ _____
9. Insurance advances (non-escrow)	_____	(9) \$ _____
10. Property preservation expenses. Specify: _____	_____	(10) \$ _____
11. Other. Specify: _____	_____	(11) \$ _____
12. Other. Specify: _____	_____	(12) \$ _____
13. Other. Specify: _____	_____	(13) \$ _____
14. Other. Specify: _____	_____	(14) \$ _____

Fig 10

## Claims Register

- When any of the events are docketed, they are displayed on the History section of the Claims Register for their associated claims.
- Note: Select document number to view attachment, **see Fig. 11**.

<i>Creditor:</i> (6731993) Diamond Cutters International 123 Atlantic Avenue Virginia Beach, VA 23451	<i>Claim No:</i> 1 <i>Original Filed</i> <i>Date:</i> 10/17/2011 <i>Original Entered</i> <i>Date:</i> 10/17/2011	<i>Status:</i> <i>Filed by:</i> CR <i>Entered by:</i> Angela Snyder <i>Modified:</i>
Amount claimed: \$10000.00 Secured claimed: \$5000.00		
<i>History:</i>		
<a href="#">Details</a> <sup>9</sup>		
<a href="#">1</a>	10/17/2011	Claim #1 filed by Diamond Cutters International, Amount claimed: \$10000.00 (Snyder, Angela )
<a href="#">14</a>	10/18/2011	Notice of Mortgage Payment Change (Claim # 1) filed by Diamond Cutters International.(Snyder, Angela)
<a href="#">15</a>	10/18/2011	Notice of Postpetition Mortgage Fees, Expenses, and Charges (Claim # 1) Filed by Creditor Diamond Cutters International filed by Diamond Cutters International.(Snyder, Angela)
<a href="#">16</a>	10/18/2011	Response to Notice of Final Cure Payment Rule 3002.1 (Claim # 1) with Certificate of Service Filed by Creditor Diamond Cutters International filed by Diamond Cutters International.(Snyder, Angela)

Fig. 11

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## Form Changes

- Minor wording and style changes were made to each of the following versions of Official Form 9 (Notice of Commencement of Case under the Bankruptcy Code, Meeting of Creditors, and Deadlines): B9A, B9B, B9C, B9D, B9E, B9F, B9G, B9H and B9I, to match the official forms which have been updated.
- Numerous modifications were made to form B10 (Proof Of Claim), to agree with the official form.