

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

**CM/ECF 5.0 & 5.1**



**Summary of New Features  
External Users**

# Table of Contents

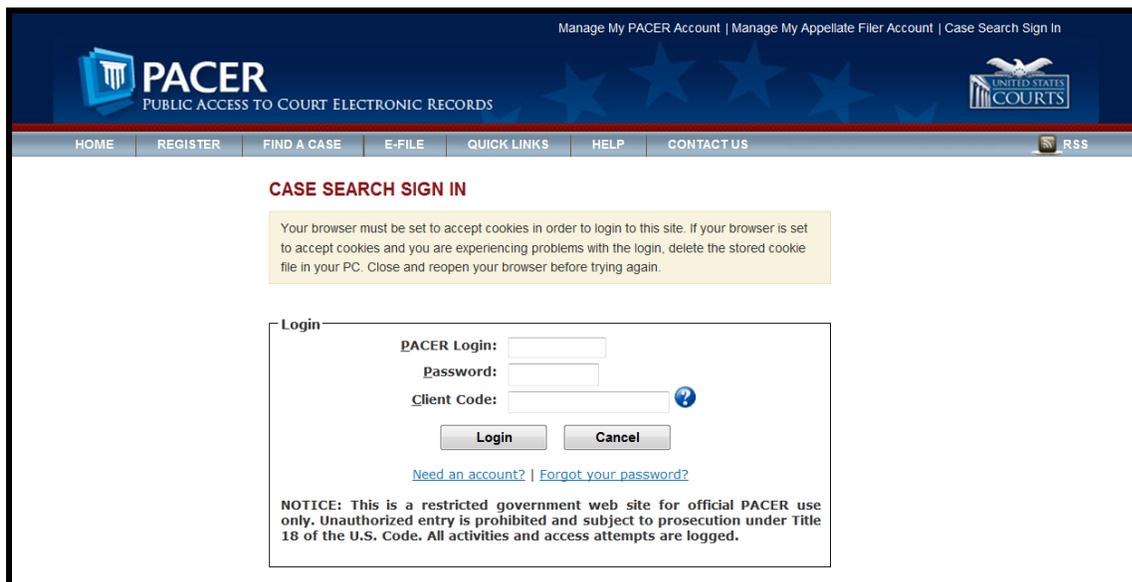
- PACER Links in CM/ECF 3
- Docket Report Enhancements 5
  - Page Counts 5
  - Critical Deadlines Dates 6
- Docket Activity Report 7
- Calendar and 341 Meeting 8
- Query 9
- Mobile Query Access 10
- Multiple Social Security and Identification Numbers 12
- Open Bk Case Related Cases -Assign Same Judge 14
- Notice of Electronic Filing 16
- Attorney and Party Association 17
- Cases Report 18
  - Cases Report Data Only 18
- Claims Register 19
  - Claims Register View Multiple Documents 20
- Claims Summary Report 21
- Transfer of Claim and Fee 22
- Case Conversion 24

## PACER Links in CM/ECF

Two new menu selections appear under the *Utilities* menu to allow you to navigate quickly between CM/ECF and PACER. You will not have to leave your CM/ECF session to access another court in PACER or to use the PACER Case Locator.



When the PACER Case Locator link is clicked, the Case Search Sign In page displays.



The following updates have been made to the PACER Case Locator, as provided by the PACER Service Center:

- Attorney information is now extracted for bankruptcy and adversary cases
- Alias records are now returned by a search based on SSN/ITIN or Tax ID/EIN
- Debtor and Joint Debtor Disposition values are extracted on all cases for which a disposition exists.

The **Link to Other Courts** displays the Individual Court PACER links without leaving CM/ECF.

Manage My PACER Account | Manage My Appellate Filer Account | Case Search Sign In

**PACER**  
PUBLIC ACCESS TO COURT ELECTRONIC RECORDS

UNITED STATES COURTS

HOME REGISTER **FIND A CASE** E-FILE QUICK LINKS HELP CONTACT US RSS Login

**FIND A CASE**

PACER Case Locator  
Court Links  
Search Map  
Automated Telephone Access

CM/ECF Version Number  
RSS Feed  
Court Information

**INDIVIDUAL COURT PACER SITES**

Click a court below to access an individual PACER or Case Management/Electronic Case Files (CM/ECF) site. If the site you would like to access does not appear on this list, the court may not provide case information to PACER. Visit the respective [court's homepage](#) for more information. (Note: Hover mouse over to see version.)

**U.S. Supreme Court**  
U.S. Supreme Court

**National Locator**  
Pacer Case Locator

**U.S. Courts of Appeals**  
First Circuit - ECF   
First Circuit - BAP - ECF  
First Circuit - BAP  
Second Circuit (Cases filed prior to 01/01/2010)  
Second Circuit - ECF   
Third Circuit - ECF   
Fourth Circuit - ECF

**U.S. District Courts**  
Alabama Middle - ECF   
Alabama Northern - ECF   
Alabama Southern - ECF   
Alaska - ECF   
Arizona - ECF   
Arkansas Eastern - ECF   
Arkansas Western - ECF   
California Central - ECF   
California Eastern - ECF   
California Northern - ECF   
California Southern - ECF   
Colorado - ECF

**U.S. Bankruptcy Courts**  
Alabama Middle - ECF   
Alabama Northern - ECF   
Alabama Southern - ECF   
Alaska - ECF   
Arizona - ECF   
Arkansas Eastern - ECF   
Arkansas Western - ECF   
California Central - L.A.  
California Central - ECF   
California Eastern - ECF   
California Northern - ECF   
California Southern - ECF   
Colorado - ECF

### Docket Report Enhancements

The Create Appendix option was added to provide more flexibility in customizing a docket report. Now, you can select specific entries that you need. Also, the selected PDF document can be appended to this customized report. For an abbreviated docket report without attached PDF documents, select only the entries you need for a specific task.

The screenshot shows the ECF Docket Sheet interface. At the top, there are navigation tabs for Bankruptcy, Adversary, Query, and Reports. The main heading is "Docket Sheet". Below this, there is a search section with a "Case number" field containing "10-10010" and a "Find This Case" button. There are radio buttons for "Filed" (selected) and "Entered", followed by date selection fields. Below that are "Documents" fields. The "Include:" section has three checkboxes: "Terminated parties", "Links to Notices of Electronic Filing", and "Page counts for documents". The "Document options:" section has two checkboxes: "Include headers when displaying PDF documents" and "View multiple documents". A red box highlights a new section: "Create Appendix" (checked), "Include on the Docket Sheet:" with radio buttons for "all docket entries in this case" (selected) and "selected docket entries only", and "Include PDF documents" (checked) with the note "(select documents on the next screen)".

### Page Counts on Docket Report

The number of pages for documents associated with a docket entry is a new option.

This screenshot is similar to the previous one but highlights a different option. In the "Include:" section, the checkbox for "Page counts for documents" is checked and highlighted with a red box. The "Create Appendix" checkbox in the "Document options:" section is now unchecked. The "Include on the Docket Sheet:" radio buttons remain the same, and the "Include PDF documents" checkbox is also checked.

Knowing how large a file is helps PACER users predict the cost of viewing an attachment and also to anticipate the loading time of a document.

Filing Date	#	Doc
03/28/2011	<a href="#">1</a> (5 pgs; 3 docs)	Chapter 7 Voluntary Petition . Receipt John X. Maldonado , Anna X. Maldonado of Financial Affairs due 4/11/2011. Incomplete Filings due by 4/11/2011. (Albert, Melissa) (Entered: 02/07/2012)
03/28/2011		Lillian Strasberg added to case (Albert, (private) Robert Pitts added to case (All
03/28/2011	<a href="#">2</a> (1 pg)	Certificate of Credit Counseling Filed by Joint Debtor Anna X. Maldonado . (Albert, Melissa) (Entered: 02/07/2012)
03/28/2011	<a href="#">3</a> (1 pg)	Certificate of Credit Counseling Filed by Debtor John X. Maldonado . (Albert, Melissa) (Entered: 02/07/2012)
03/28/2011	<a href="#">4</a> (1 pg)	Application to Pay Filing Fee in Installments Filed by Cornelius Applebee on behalf of Joint Debtor Anna X. Maldonado , Debtor John X. Maldonado (Albert, Melissa) (Entered: 02/07/2012)

Docket reports will not include restricted documents

PACER users will only be charged for the data they select

### Critical Deadlines and Dates on the Docket Report

Additional dates and deadlines now display on the caption of the docket report. A link to the Claims Register appears whenever a case has claims filed.

**U.S. Bankruptcy Court**  
**SDSD (Pleasantville)**  
**Bankruptcy Petition #: 12-10019**

*Date filed:* 02/06/2012  
*Plan confirmed:* 02/07/2012  
*341 meeting:* 03/12/2012  
*Deadline for filing claims:* 06/11/2012  
*Deadline for filing claims (govt.):* 08/06/2012

**Assigned to:** Charles Anderson  
 Chapter 13  
 Voluntary  
 Asset  
[Show Associated Cases](#)  
[Claims Register](#)

**Debtor**  
**J. Robert Hunnington**  
 1824 North Park Avenue  
 San Antonio, TX 78223  
 BEXAR-TX  
 SSN / ITIN: xxx-xx-2435

represented by **Charles G. Arrington**  
 Huffman, Arrington, Kyle and Dunn  
 1267 Central Avenue  
 #100  
 San Antonio, TX 78233  
 210-555-4444

**Joint Debtor**  
**Marie C. Hunnington**  
 1824 North Park Avenue  
 San Antonio, TX 78223  
 BEXAR-TX  
 SSN / ITIN: xxx-xx-3524

represented by **Charles G. Arrington**  
 (See above for address)

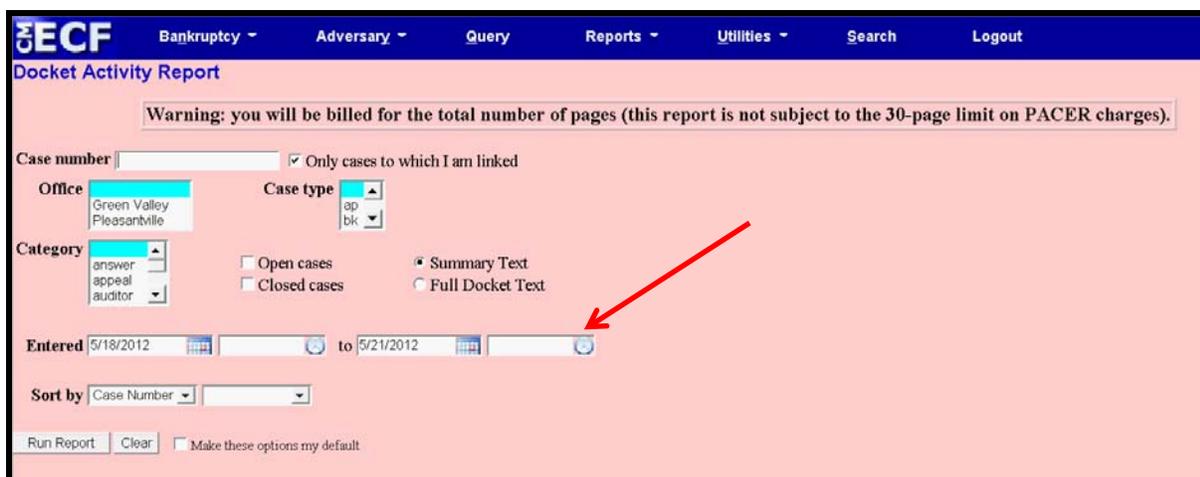
The following dates will be shown, if appropriate, by chapter:

- Plan confirmed date
- 341 meeting date
- Deadline for filing claims
- Deadline for filing government claims
- Deadline for objecting to discharge
- Deadline for financial management (Chapter 7 only)

The most recent deadline will display whether or not it is terminated.

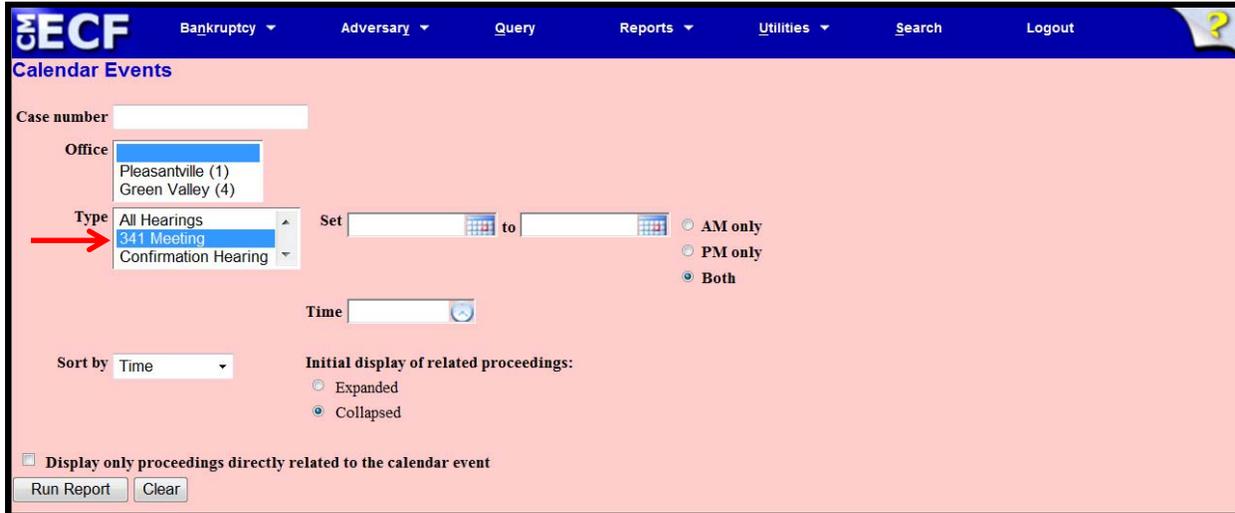
### Docket Activity Report

The Docket Activity Report has been enhanced to include time filters. The report can be run in time increments, rather than running the report for the entire day. A new clock icon offers an alternative to typing in the time.



### Calendars and 341 Meeting

You can now view All Hearings without the 341 Meeting settings included. A 341 Meeting selection has been added to the hearing type list.



The daily and monthly calendars and the deadlines and hearings report also have this new 341 Meeting option.

### Query

New query options have been added:

- Filed Date range
- Last Entry Date range
- Nature of Suit

The screenshot shows the ECF Query page with a navigation bar at the top containing 'Bankruptcy', 'Adversary', 'Query', 'Reports', 'Utilities', 'Search', and 'Logout'. A warning banner states: 'Warning: you will be billed for the total number of pages (this report is not subject to the 30-page limit on PACER charges)'. Below this is a 'Search Clues' section with various input fields: Case Number, Last / Business Name, First Name, Middle Name, SSN / ITIN, Tax ID / EIN, and Type. A red box highlights the 'Filed Date' and 'Last Entry Date' range selectors, which include date pickers and 'to' fields. Below these are checkboxes for 'Open cases' and 'Closed cases'. The 'Nature of Suit' dropdown menu is also highlighted, showing options: '01 (Determination of removed claim or cause)', '02 (Other (e.g. other actions that would have been brought in state court if unrelated to bankruptcy))', '11 (Recovery of money/property - 542 turnover of property)', and '12 (Recovery of money/property - 547 preference)'. At the bottom are 'Run Query' and 'Clear' buttons.

The Filed Date and Last Entry Date range is limited to 31 days. If a date range entered exceeds the 31-day limit CM/ECF displays an error message.

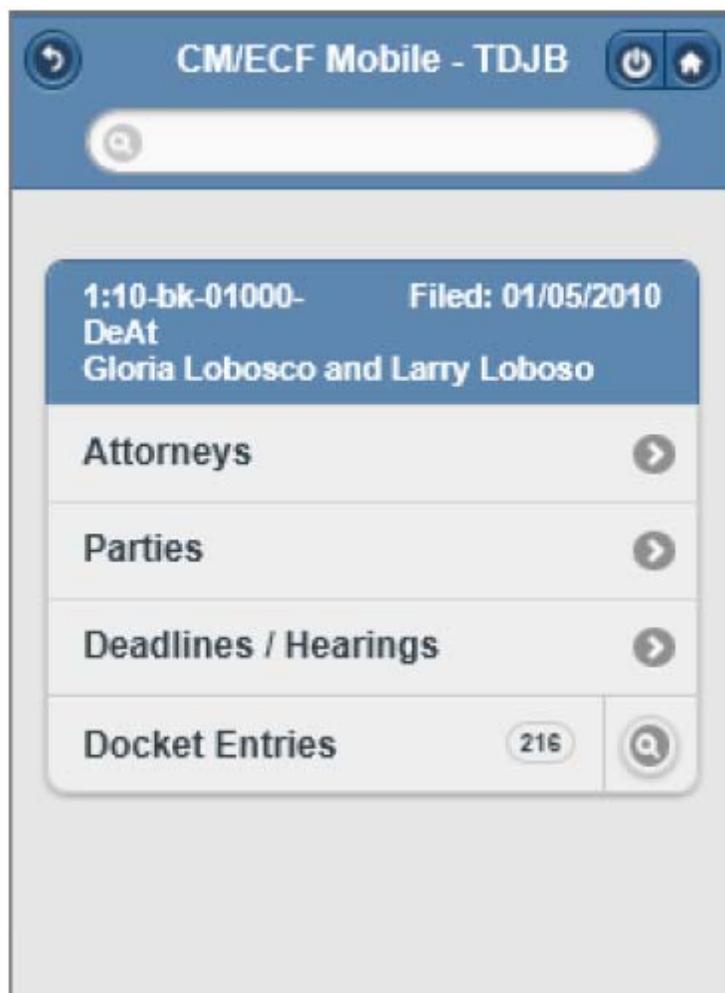
If Nature of Suit is selected multiple times for a query, CM/ECF displays a message that the search could produce many records and will lead to a large billing charge.



**Mobile Query Access**

Release 5.1 introduces a new mobile query feature that streamlines the basic CM/ECF search when using portable devices.

This limited interface allows searches by Case Number or Party Name, and text searches on docket entries in a single selected case. Outputs include Attorney, Party, Deadlines, and Docket Entries. A full site link allows users to access the standard CM/ECF site for any additional information.



Users are required to provide a PACER login as this application bills for information retrieval in the same manner as the main application query.

A new “Mobile Query” link is shown on the Query Screen allowing users to access this feature from within the application.

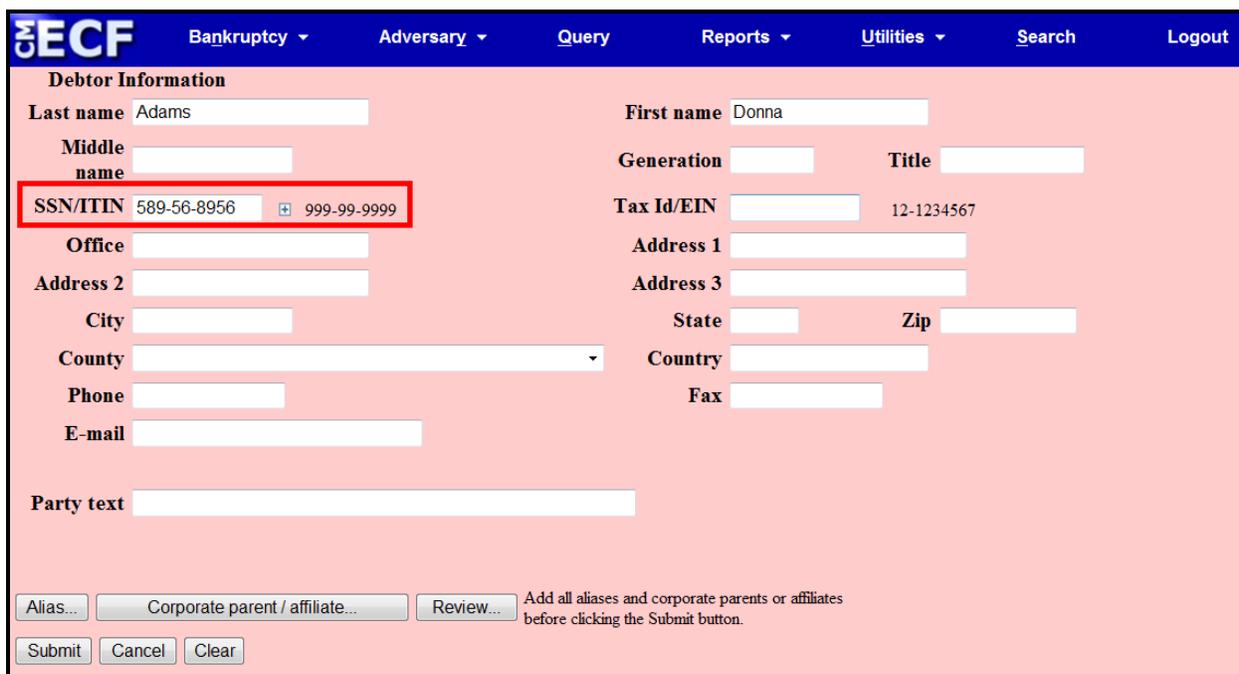
The screenshot shows a web interface titled "Query". At the top, a warning message states: "Warning: you will be billed for the total number of pages (this report is not subject to the 30-page limit on PACER charges)." Below this is a "Search Clues" section with a "Mobile Query" link. The search fields include: Case Number, Last / Business Name (with examples: Desoto, Des\*1), First Name, Middle Name, SSN / ITIN, Tax ID / EIN, Type (dropdown), Filed Date (range), Last Entry Date (range), and Nature of Suit (AP and MP cases only). The Nature of Suit dropdown is open, showing options: 01 (Determination of Removed Claim or Cause; Rule 7001(1)(i)), 02 (Other (e.g., other actions that would have been brought in state court if unrelated to a bankruptcy)), 11 (Recovery Money/Property [542 Turnover of Property; Rule 7001(1)]), and 12 (Recovery Money/Property [547 Preference; Rule 7001(1)]). At the bottom are "Run Query" and "Clear" buttons.

Mobile Query is compatible with smart phones such as the iPhone and the Android, as well as with BlackBerrys and other PDAs that can access web applications.

### Multiple Social Security and Identification Numbers

CM/ECF now allows up to five social security numbers and tax identifications numbers for each debtor and joint debtor.

After a social security number is entered, a plus icon appears beside the SSN/TaxID/EIN field. If the debtor or joint debtor has another SSN/TaxID/EIN, click the “plus” icon for another field to be displayed for additional number(s). CM/ECF will now format the numbers if you do not insert hyphens.



**CM/ECF** Bankruptcy ▾ Adversary ▾ Query Reports ▾ Utilities ▾ Search Logout

**Debtor Information**

Last name Adams First name Donna

Middle name Generation Title

**SSN/ITIN** 589-56-8956 + 999-99-9999 Tax Id/EIN 12-1234567

Office Address 1

Address 2 Address 3

City State Zip

County Country

Phone Fax

E-mail

Party text

Alias... Corporate parent / affiliate... Review... Add all aliases and corporate parents or affiliates before clicking the Submit button.

Submit Cancel Clear

All SSN and TaxID/EIN numbers have been included in all reports and functions throughout the application:

- On public notices and docket sheets only the last four digits of any social security or identification numbers are displayed.

The docket sheet shown below is an example of how the multiple social security numbers are shown on a public notice.

**ECF** Bankruptcy ▾ Adversary ▾ Query Reports ▾ Utilities ▾ Search Logout PlnDue

**U.S. Bankruptcy Court  
SDSD (Pleasantville)  
Bankruptcy Petition #: 12-10059**

*Date filed:* 05/09/2012

*Assigned to:*  
Chapter 13  
Voluntary  
Asset

**Debtor**  
**Donna Adams**  
120 Sunny Lane  
San Antonio, TX 78956  
BAILEY-TX  
SSN / ITIN: xxx-xx-8956, xxx-xx-5689, xxx-xx-8956, xxx-xx-8956, xxx-xx-5621

represented by **Dayne L. Tracy**  
120 Legal Way  
San Antonio, TX 78259  
Email: [deadmail@support.aotx.uscourts.gov](mailto:deadmail@support.aotx.uscourts.gov)

**U.S. Trustee**  
**United States Trustee**  
33 Whitehall Street  
21st Floor  
New York, NY 10004  
212 510-0500

Filing Date	#	Docket Text
	<a href="#">1</a>	Chapter 13 Voluntary Petition . Receipt Number cc, Fee Amount \$281 Filed by Donna Adams (Tracy, Dayne)

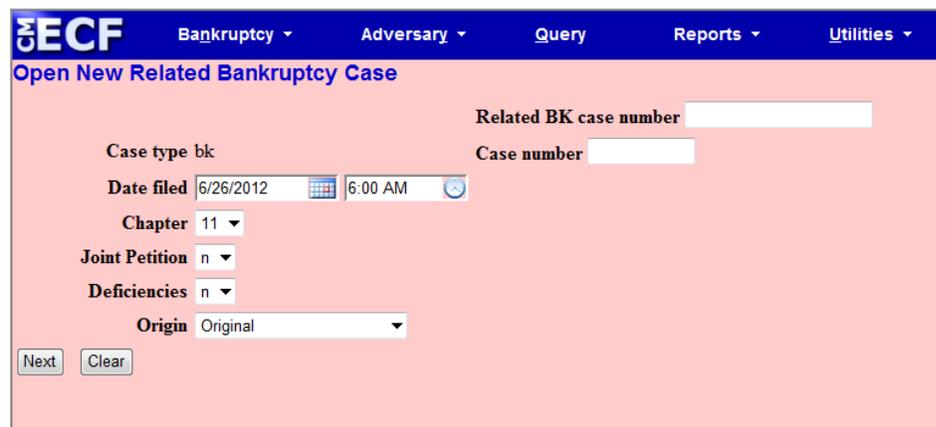
The 341 Meeting notice can display up to five SSNs or TaxID/EINs.

## Open BK Related Cases - Assign Same Judge

Related cases can now be assigned at case opening to the same judge in a related case already in the system. Release 5.0 will include the new menu shown below.



The screen shown below will establish a relationship between a new case and one already in the system. Typing in an existing case number will automatically assign that case's same judge to the new case being opened.



There are four standard case association types defined in CM/ECF. If Open Related BK Case is used at case opening, the case association defaults to "rel."

- "rel" is not joint administration or consolidation.
- "rel" does not indicate a lead and member case association.

Although the Adversary case association is shown in the screen below, you would not use Open Related BK Case to open an adversary case. You will continue to use the Adversary menu.

CM/ECF Association Type	Description
Related	Generic relationship, court defined, no lead case
Adversary	Complaint filed in bankruptcy case
Consolidated	Consolidated by order. One lead case with member cases.
Jointly Administered	Jointly administered by order

After case opening, the judge may order that these cases be formally consolidated or jointly administered. The order should contain the case association screen to set up the relationship. During this event, the case association and member or lead case flags are also set by the user.

The screenshot shows a web form titled "File an Order:". Below the title, it displays case information: "11-10018 Bruce Carma", "Type: bk", "Chapter: 7", and "Office: 1 (Pleasantville)". Under the heading "Add Associated Cases", there are input fields for "Member case number" (1:11-bk-10018) and "Lead case number" (1:11-bk-10018). An "Association type" dropdown menu is open, showing a list of options: "Adversary" (which is highlighted), "Consolidated", "Jointly Administered", and "Related". There are "Next" and "Clear" buttons at the bottom left of the form.

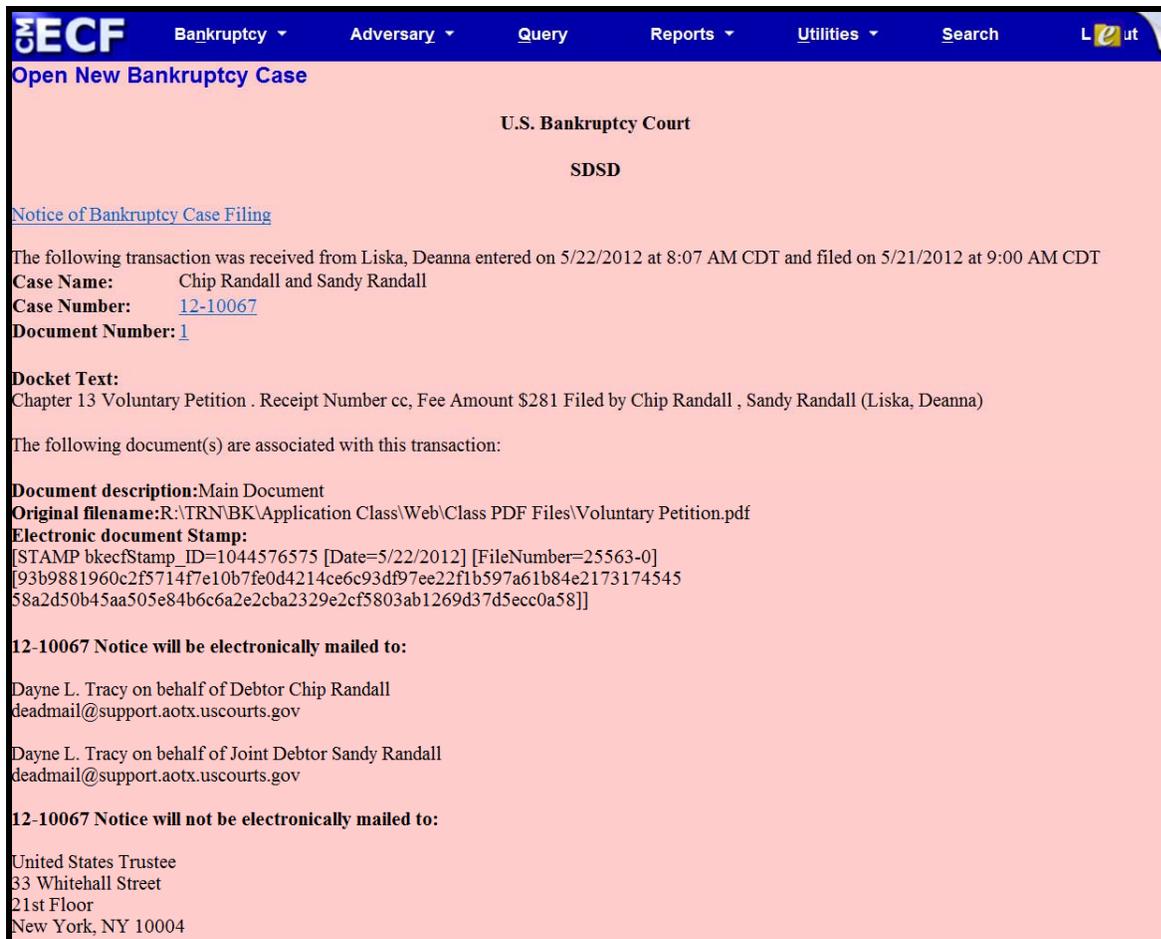
Since these cases share an association, the docket report will have a hyperlink to the associated cases query and show the related case association type.

The screenshot shows a docket report for case "12-10080 George T. Spence". It includes case details: "Case type: bk Chapter: 7 Asset: No Vol: v Judge: Lilian Strasberg" and "Date filed: 07/16/2012 Date of last filing: 07/16/2012". Below this is a section titled "Associated Cases" containing a table with three columns: "Case", "Associated Case", and "Type". The "Type" column is circled in red. The table lists two associated cases: "12-10082 United Health Services" and "12-10083 United Medical Services", both with a "Type" of "Related".

Case	Associated Case	Type
<a href="#">12-10080</a> George T. Spence	<a href="#">12-10082</a> United Health Services	Related
<a href="#">12-10080</a> George T. Spence	<a href="#">12-10083</a> United Medical Services	Related

## Notice of Electronic Filing

In prior releases, when an attorney represented more than one party in a case, the attorney's email and party information were listed on the Notice of Electronic Filing (NEF) only for the first party. Now, the attorney is listed for each represented party. Although an attorney may be listed multiple times on an NEF, the system will not send multiple emails.



The screenshot displays the ECF system interface. At the top, there is a navigation bar with the ECF logo and menu items: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and a user profile icon. Below the navigation bar, the page title is "Open New Bankruptcy Case". The main content area is titled "U.S. Bankruptcy Court" and "SDSD". A link for "Notice of Bankruptcy Case Filing" is present. The text indicates a transaction received from Liska, Deanna on 5/22/2012 at 8:07 AM CDT, filed on 5/21/2012 at 9:00 AM CDT. The case name is "Chip Randall and Sandy Randall" and the case number is "12-10067". The document number is "1". The docket text describes a Chapter 13 Voluntary Petition with a receipt number, fee amount of \$281, filed by Chip Randall and Sandy Randall (Liska, Deanna). It lists associated documents and provides a detailed electronic document stamp with a unique ID and file number. Finally, it lists the electronic mailing recipients for case 12-10067, including Dayne L. Tracy on behalf of the debtor and joint debtor, and the United States Trustee.

**ECF** Bankruptcy Adversary Query Reports Utilities Search L ut

**Open New Bankruptcy Case**

U.S. Bankruptcy Court  
SDSD

[Notice of Bankruptcy Case Filing](#)

The following transaction was received from Liska, Deanna entered on 5/22/2012 at 8:07 AM CDT and filed on 5/21/2012 at 9:00 AM CDT  
**Case Name:** Chip Randall and Sandy Randall  
**Case Number:** [12-10067](#)  
**Document Number:** [1](#)

**Docket Text:**  
Chapter 13 Voluntary Petition . Receipt Number cc, Fee Amount \$281 Filed by Chip Randall , Sandy Randall (Liska, Deanna)

The following document(s) are associated with this transaction:

**Document description:**Main Document  
**Original filename:**R:\TRN\BK\Application Class\Web\Class PDF Files\Voluntary Petition.pdf  
**Electronic document Stamp:**  
[STAMP bkecfStamp\_ID=1044576575 [Date=5/22/2012] [FileNumber=25563-0]  
[93b9881960c2f5714f7e10b7fe0d4214ce6c93df97ee22f1b597a61b84e2173174545  
58a2d50b45aa505e84b6c6a2e2cba2329e2cf5803ab1269d37d5ecc0a58]]

**12-10067 Notice will be electronically mailed to:**

Dayne L. Tracy on behalf of Debtor Chip Randall  
deadmail@support.aotx.uscourts.gov

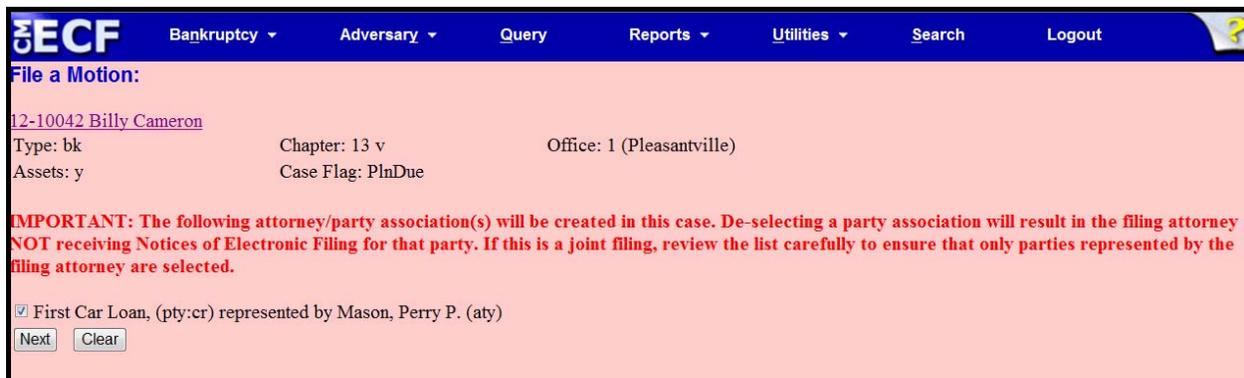
Dayne L. Tracy on behalf of Joint Debtor Sandy Randall  
deadmail@support.aotx.uscourts.gov

**12-10067 Notice will not be electronically mailed to:**

United States Trustee  
33 Whitehall Street  
21st Floor  
New York, NY 10004

### Attorney and Party Association

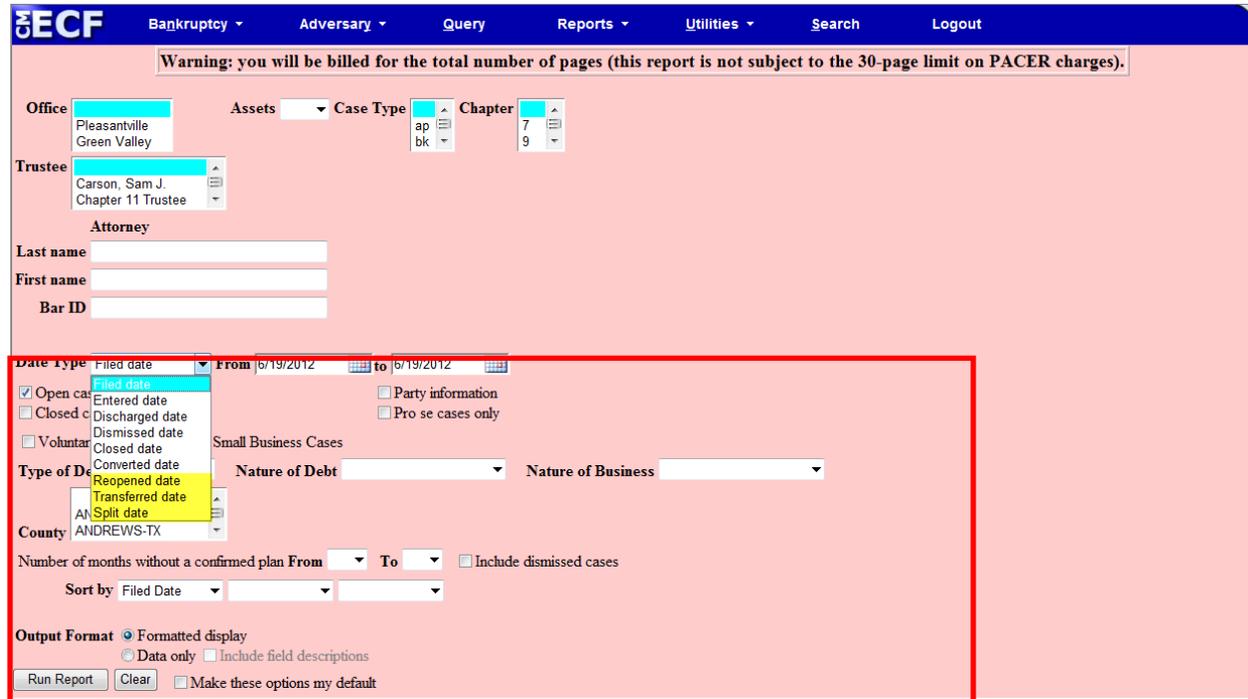
When an attorney or trustee files a pleading, they are prompted to indicate whether they should be linked to the party they represent. In prior releases, the checkbox for the association with the attorney and party was unchecked and if the filer did not check the box, the association was not made. The checkbox for the association with the attorney and party is checked by default. The message has been updated to reflect the implications of omitting this necessary association.



If the box is unchecked, the attorney will not be added to the case for noticing or shown in queries and will not appear on or receive the Notice of Electronic Filing.

## Cases Report

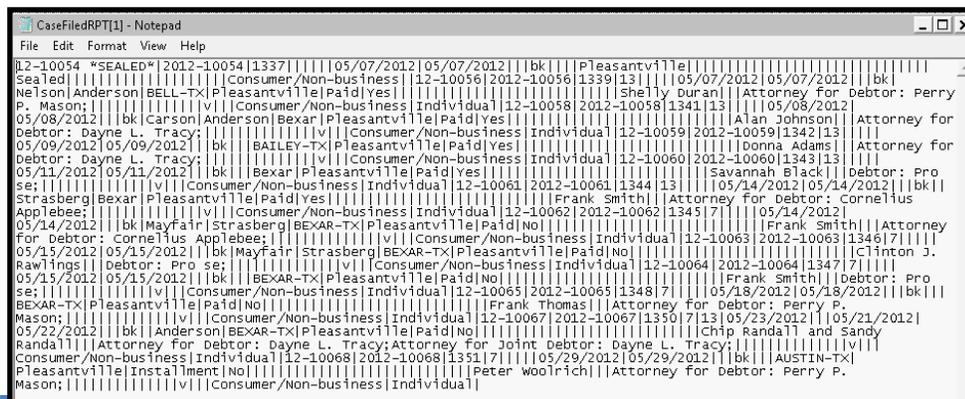
Split, transferred, and reopened dates have been added to the selection screen.



External users can now search for cases without a confirmed plan. When searching by unconfirmed plan dates, the 31-day range limit does not apply for this search. Type of debtor, nature of debt, nature of business, as well as county, have been added to the selection screen.

### Cases Report – Data Only

In prior releases, when the Cases Report was run with “Party Information” not selected, a party’s attorney information was displayed on the formatted data output, but not on the data-only output. Now, the data-only output lists the attorney information for the parties in the Attorney last name field, as shown below.



If multiple attorneys exist for various parties, the role and attorney are listed, separated by semicolons, in the same field. For parties without an attorney, the text "Pro se" is displayed instead of the attorney name.

A new format option, "Include field descriptions," has been added for use when the data-only format is selected. The field descriptions are inserted in the header row.

### Claims Register

The total dollar amount claimed for each claim is now included on the initial claims register screen that formerly only displayed the list of creditors. This feature will give users an opportunity for a more immediate assessment of the claims in the case.

ECF
Bankruptcy ▾
Adversary ▾
Query
Reports ▾
Utilities ▾
Search

**Search Results**

[11-10004 Clinton H. Vesperman and Anna C. Vesperman](#)

Type: bk	Chapter: 13	Office: 1 (Pleasantville)
Assets: y	Judge: ls	
Date Filed: 03/10/2011	Last Date to File Claims: 07/07/2011	Last Date to File (Govt): 09/06/2011
Trustee: Kathleen Nelson		

Claim#	Amount claimed*	Date filed	Creditor number	Creditor name
1	\$37334.27	03/14/2011	32739	Ace Finance (Creditor)
2	\$14335.00	03/15/2011	32779	Central Finance (Creditor)
3	\$17554.00	03/17/2011	32739	Ace Finance (Creditor)
4	\$24667.23	03/17/2011	32756	Lacks Furniture #19 (Creditor)
5	\$3700.00	03/17/2011	32739	Ace Finance (Creditor)
6	\$17346.78	09/16/2011	35278	2nd Savings and Loan Inc. (Creditor)
7	\$12778.00	09/16/2011	35279	The Doctor's Plaza (Creditor)
8	\$87345.23	09/16/2011	35280	First Bank of Austin (Creditor)

\* Includes general unsecured claims

## Claims Register View Multiple Documents

You can now View Multiple Documents from the Claims Register in one PDF file. This is the same functionality as View Multiple Documents on the Docket Report. This feature will enable you to generate selected PDF claims with any related attachments in one PDF document.

The Claims Register will include a checkbox next to each claim, claim attachment, or claim related proceeding to customize this document. Each PDF selected will be combined into one large PDF file. You could view or print all claims on a case or all PDF documents from certain creditors if desired.

History	Details	1-1	3	doc
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		

## Claims Summary Report

A Claims Summary Report option has been added to the Claims Register. This new format gives the viewer a snapshot overview of the claims on the case.

The screenshot shows the ECF Claims Register interface. At the top, there are navigation tabs: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. Below the tabs, the 'Claims Register' section contains several input fields: Case number (1:12-bk-10031), Creditor type (dropdown menu with 'Creditor' and 'Administrative' options), Creditor number, Creditor name, Claim number (range), and a 'View multiple documents' checkbox. There are radio buttons for 'Filed' and 'Entered' with date pickers. A 'Sort by' dropdown menu is set to 'Claim Number'. A red box highlights the 'View claims summary report' checkbox, which is checked. Below this are 'Run Report' and 'Clear' buttons.

The Claims Summary Report box produces a condensed list of claims.

**Claims Summary**

11-10004 Clinton H. Vesperman and Anna C. Vesperman

Type: bk Chapter: 13 Office: 1 (Pleasantville)  
 Assets: y Judge: ls  
 Date Filed: 03/10/2011 Last Date to File Claims: 07/07/2011 Last Date to File (Govt): 09/06/2011  
 Trustee: Kathleen Nelson

Claim #	Amount claimed *	Date filed	Creditor number	Creditor name
1 <a href="#">View</a>	\$37334.27	03/14/2011	32739	Ace Finance
2 <a href="#">View</a>	\$14335.00	03/15/2011	32779	Central Finance
3 <a href="#">View</a>	\$17554.00	03/17/2011	32739	Ace Finance
4 <a href="#">View</a>	\$24667.23	03/17/2011	32756	Lacks Furniture #19
5 <a href="#">View</a>	\$3700.00	03/17/2011	32739	Ace Finance
6 <a href="#">View</a>	\$17346.78	09/16/2011	35278	2nd Savings and Loan Inc.
7 <a href="#">View</a>	\$12778.00	09/16/2011	35279	The Doctor's Plaza
8 <a href="#">View</a>	\$87345.23	09/16/2011	35280	First Bank of Austin

Total Number of Claims: 8

Total Amount Claimed *	\$215060.51
Total Amount Allowed *	

\* Includes general unsecured claims

Hovering your cursor over the amount claimed will display a breakdown of the claim amounts. The View hyperlink takes you to more detailed information for this claim on the claims register. Click the creditor name to view claimant address or transfer information. You can sort the report by clicking the column headers. This reformatted summary can be especially helpful to you when sorting by creditor name.

## Transfer of Claim and Fee

Beginning May 1, 2013, a transfer fee of \$25.00 will be charged for each individual claim transferred.

This fee is being imposed by the Judicial Conference, because the transfer of a claim significantly impacts the workload of the bankruptcy courts.

FRBP Rule 3001(e)(2) requires the clerks of court to notice the transferor of the transfer of claim, as well as the time period for objections to such assignments. The Rule provides additional notice and hearing requirements if an objection to a transfer is made. Each of these functions requires court time and resources.

Claim transfers can be entered in CM/ECF by court staff, attorneys, limited creditors, or representatives for commercial entities. Limited creditors are external filers who have very limited access to CM/ECF, mostly for claims and claims-related pleadings, such as transfer of claims. These filers are usually not parties to the case, but must be given the ability to pay fees to the U.S. Treasury through pay.gov.

Users must have access to the Internet Payments utility from the User Account screen in the Maintain User accounts person record.

### Claims Transfer Setup

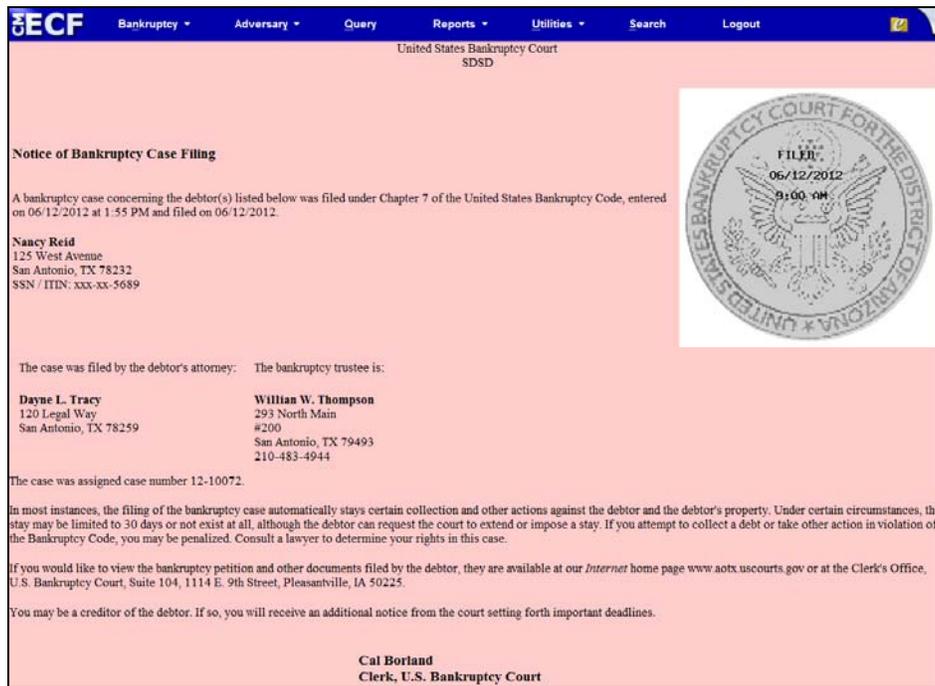
Creditors, limited creditors, and attorneys must have  
Internet payment access = "Y"

The screenshot shows the 'Claims Transfer Setup' form in the ECF system. The form is titled 'Claims Transfer Setup' and includes a note: 'Creditors, limited creditors, and attorneys must have Internet payment access = "Y"'. The form has several fields: 'Login' (recoverytm), 'Password' (with a note: '(minimum 8; upper- & lower-case letters; include digit or special character)'), 'Prid 61', 'Registered' (Y), 'Internet Payment' (Y), and 'Groups' (Judge Anderson's Chambers, Judge Roppa's Chambers, LimitedFilerGroup, PACER). The 'Internet Payment' field is circled in red. A yellow callout box at the bottom right contains the text: 'Can add permission individually' and 'Installation script can add this access by group'.



## Case Conversion

Previously, if a case was converted and re-converted, the Notice of Bankruptcy Case Filing query screen reflected the converted chapter rather than the original chapter. Now, the original chapter is saved permanently in a new field. The original chapter will be correct for cases filed and converted after Release 5.



The original chapter and current chapter will also display on the Case Summary Query and the Docket Sheet for re-converted cases after Release 5. Case Summary is shown below.

