

# **Bankruptcy Court Case Management /Electronic Case Filing Release 5.1 Summary for External Users: Effective April 20, 2013**

Effective **April 20, 2013**, the court upgraded its Electronic Case Filing system to Release 5.1. This upgrade works correctly with Firefox/Mozilla 15.0, 16.0, 17.0, 17.0.1 and Internet Explorer 8 and 9.

Below are links to Electronic Learning Modules (ELMs) and associated PDF documents with step by step instructions, revisions, and added features for the:

- **Claims Register**

[http://www.nyeb.uscourts.gov/elms/claims\\_register\\_attorney/Claims\\_Register\\_Attorneys.htm](http://www.nyeb.uscourts.gov/elms/claims_register_attorney/Claims_Register_Attorneys.htm)

[http://www.nyeb.uscourts.gov/elms/claims\\_register\\_attorney/Claims\\_Register\\_Attorneys.pdf](http://www.nyeb.uscourts.gov/elms/claims_register_attorney/Claims_Register_Attorneys.pdf)

- **Mobile Query**

[http://www.nyeb.uscourts.gov/elms/mobile\\_query/Mobile\\_Query.htm](http://www.nyeb.uscourts.gov/elms/mobile_query/Mobile_Query.htm)

[http://www.nyeb.uscourts.gov/elms/mobile\\_query/Mobile\\_Query.pdf](http://www.nyeb.uscourts.gov/elms/mobile_query/Mobile_Query.pdf)

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## **NEW ECF EVENT**

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Transfer of Claim – Agent.....p. 22

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## **AMENDED ECF EVENTS**

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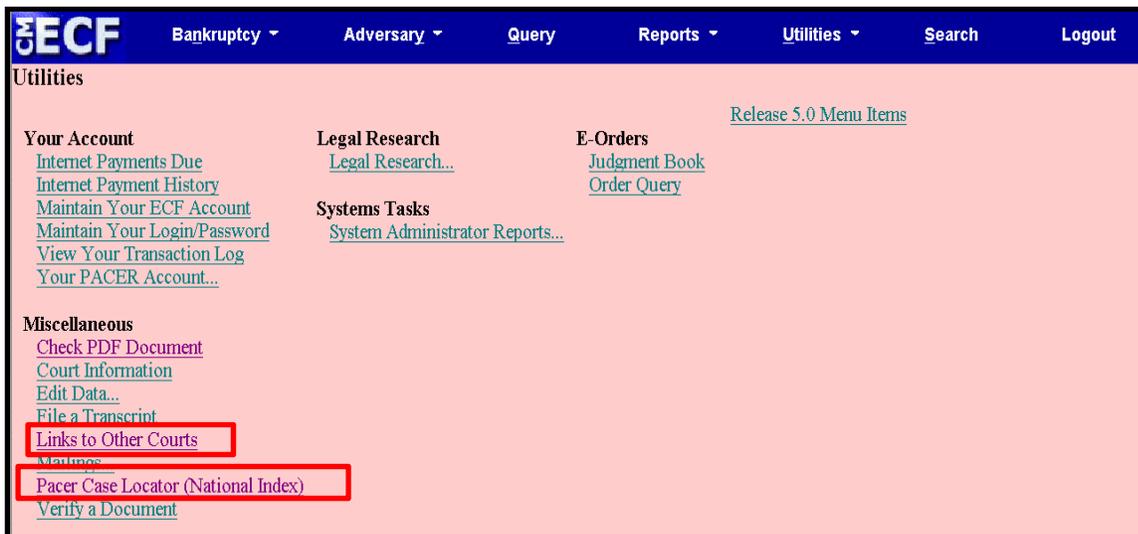
List of Creditors.....p. 2  
Notice to Override of Preferred Address 342(e).....p. 2  
Auto-Docket of Credit Card/Debit Card.....p. 2  
Filing Fees for Document on Sealed Cases.....p. 2

AMENDED ECF EVENT	REASON FOR CHANGE	ECF CATEGORY	FILER
<b>List of Creditors</b> amends and supersedes Supplemental Creditor Matrix	Amended to use new terminology	Other	Attorney
Notice to Override of Preferred Address 342(e)	Display message was changed to reflect new terminology – <i>Add this new creditor address to the <b>list of creditors</b> for noticing and select the Override Preferred Address Button</i>	Notice	Attorney
Auto-Docket of Credit Card/ Debit Card	Allows the payment event to include a <b>link</b> to the document that generated the fee  Example: Receipt of Voluntary Petition (Chapter 7) (1-3-40025) [misc, volp7a] (306.00. <b>(re: Doc#1)</b> (U.S. Treasury (Entered 4/12/2013)	N/A	ECF Automatic Docket Entry
Filing fees for documents on Sealed Cases	Filers who usually have outstanding fees on sealed cases will now be able to <b>make the payment</b> for those fees electronically	Pay.Gov or Utilities-Internet Payment Due	Attorney

The following pages set forth modifications, new features, and functions to navigate the Electronic Case Filing system when querying and generating reports. These new features are user friendly and more detailed for customizing reports.

### **PACER Links in CM/ECF**

Two new menu selections appear under the *Utilities* menu to allow one to navigate quickly between CM/ECF and PACER. You won't 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.

## PACER Links in CM/ECF Cont'd

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

### CASE SEARCH SIGN IN

Your browser must be set to accept cookies in order to login to this site. If your browser is set to accept cookies and you are experiencing problems with the login, delete the stored cookie file in your PC. Close and reopen your browser before trying again.

Login

PACER Login:

Password:

Client Code:  ?

Login Cancel

[Need an account?](#) | [Forgot your password?](#)

**NOTICE:** This is a restricted government web site for official PACER use only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.

The following updates have been made to the PACER Case Locator, 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.)

<p><b>U.S. Supreme Court</b></p> <p>U.S. Supreme Court</p> <p><b>National Locator</b></p> <p>Pacer Case Locator</p> <p><b>U.S. Courts of Appeals</b></p> <p>First Circuit - ECF </p> <p>First Circuit - BAP - ECF</p> <p>First Circuit - BAP</p> <p>Second Circuit (Cases filed prior to 01/01/2010)</p> <p>Second Circuit - ECF </p> <p>Third Circuit - ECF </p> <p>Fourth Circuit - ECF </p>	<p><b>U.S. District Courts</b></p> <p>Alabama Middle - ECF   </p> <p>Alabama Northern - ECF   </p> <p>Alabama Southern - ECF   </p> <p>Alaska - ECF  </p> <p>Arizona - ECF  </p> <p>Arkansas Eastern - ECF  </p> <p>Arkansas Western - ECF   </p> <p>California Central - ECF   </p> <p>California Eastern - ECF  </p> <p>California Northern - ECF  </p> <p>California Southern - ECF  </p> <p>Colorado - ECF  </p>	<p><b>U.S. Bankruptcy Courts</b></p> <p>Alabama Middle - ECF   </p> <p>Alabama Northern - ECF   </p> <p>Alabama Southern - ECF   </p> <p>Alaska - ECF   </p> <p>Arizona - ECF  </p> <p>Arkansas Eastern - ECF  </p> <p>Arkansas Western - ECF  </p> <p>California Central - L.A.</p> <p>California Central - ECF   </p> <p>California Eastern - ECF   </p> <p>California Northern - ECF   </p> <p>California Southern - ECF  </p> <p>Colorado - ECF   </p>
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## Docket Report Enhancements

The **Create Appendix** option has been modified so you have more flexibility in customizing a docket report. Now you can select only the entries you want and whether you want the PDF document appended to this customized report. If you just want an abbreviated docket report without attached PDF documents attached, you can select only the entries you need for the task at hand.

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 two radio buttons for "Filed" (selected) and "Entered", each followed by a date range selector. Below that is a "Documents" field with a "to" separator. The interface is divided into two columns of options: "Include:" and "Document options:". The "Include:" column has three unchecked checkboxes: "Terminated parties", "Links to Notices of Electronic Filing", and "Page counts for documents". The "Document options:" column has two unchecked checkboxes: "Include headers when displaying PDF documents" and "View multiple documents". A red-bordered box highlights a section containing a checked checkbox for "Create Appendix". Below this, it says "Include on the Docket Sheet:" followed by two radio buttons: "all docket entries in this case" (selected) and "selected docket entries only". At the bottom of the red box, there is another checked checkbox for "Include PDF documents" with the text "(select documents on the next screen)" below it.

## Page Counts on Docket Report

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

The screenshot shows the ECF Docket Sheet interface. At the top, there are navigation tabs: 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 range 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" (which is checked and highlighted with a red box). The "Document options:" section has three checkboxes: "Include headers when displaying PDF documents", "View multiple documents", and "Create Appendix". Below these are "Include on the Docket Sheet:" options with radio buttons for "all docket entries in this case" (selected) and "selected docket entries only". At the bottom, there is a checked checkbox for "Include PDF documents".

Knowing how big 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	#	Docket Text
03/01/2010	<a href="#">1</a> (4 pgs; 2 docs)	Chapter 13 Voluntary Petition . Receipt Number cc, Fee Amount \$274 Filed by Jerry J. Heberline , Susan W. Heberline Employee Income Record Due:3/15/2010. Statement of Financial Affairs due 3/15/2010. Incomplete Filings due by 3/15/2010. (JPW) (Entered: 03/01/2010)
03/03/2010	<a href="#">2</a> (1 pg)	Motion to Avoid Lien with First Westside Bank Filed by Jeanne L. Walker on behalf of Debtor Jerry J. Heberline , Joint Debtor Susan W. Heberline (JPW) (Entered: 03/03/2010)
03/03/2010	<a href="#">3</a> (1 pg)	Order Granting Motion To Avoid Lien (Related Doc # <a href="#">2</a> ) Signed on 3/3/2010. (JPW) (Entered: 03/03/2010)
03/03/2010	<a href="#">4</a> (1 pg)	Motion to Avoid Lien on Household Goods under Section 522(f)(1)(B)(i) Filed by Jeanne L. Walker on behalf of Debtor Jerry J. Heberline , Joint Debtor Susan W. Heberline (JPW) (Entered: 03/03/2010)

## 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.

The screenshot displays the ECF (Electronic Case Filing) interface for the U.S. Bankruptcy Court SDSD (Pleasantville). The page title is "U.S. Bankruptcy Court SDSD (Pleasantville) Bankruptcy Petition #: 12-10019". The navigation bar includes "Bankruptcy", "Adversary", "Query", "Reports", "Utilities", "Search", and "Logout".

Case details on the left include:  
Assigned to: Charles Anderson  
Chapter 13  
Voluntary  
Asset  
[Show Associated Cases](#)  
[Claims Register](#) (highlighted with a red box and an arrow pointing to it)

Key dates and deadlines are listed in a box on the right:  
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

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

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

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

Another representation entry shows:  
represented by **Charles G. Arrington**  
(See above for address)

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

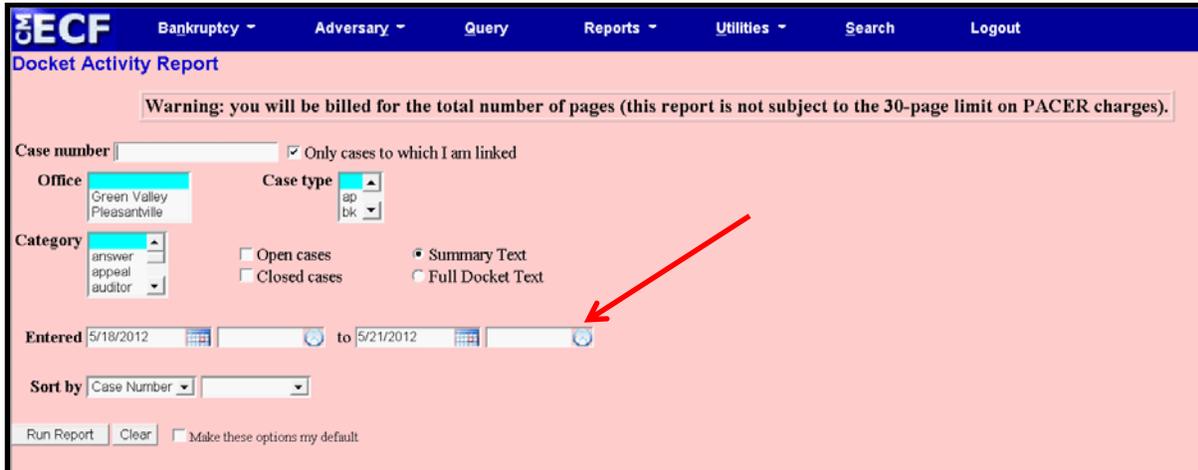
- Plan confirmed date
- 341 meeting date
- Deadline for filing claims
- Deadline for filing government claims
- Deadline for objecting to discharge
- Deadline for filing financial management (Chapter 7 only)

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

A link to the Claims Register appears on the docket when one or more proofs of claim have been filed.

## 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.



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

**Docket Activity Report**

Warning: you will be billed for the total number of pages (this report is not subject to the 30-page limit on PACER charges).

Case number   Only cases to which I am linked

Office  Pleasantville

Case type  bk

Category  appeal auditor

Open cases  Summary Text

Closed cases  Full Docket Text

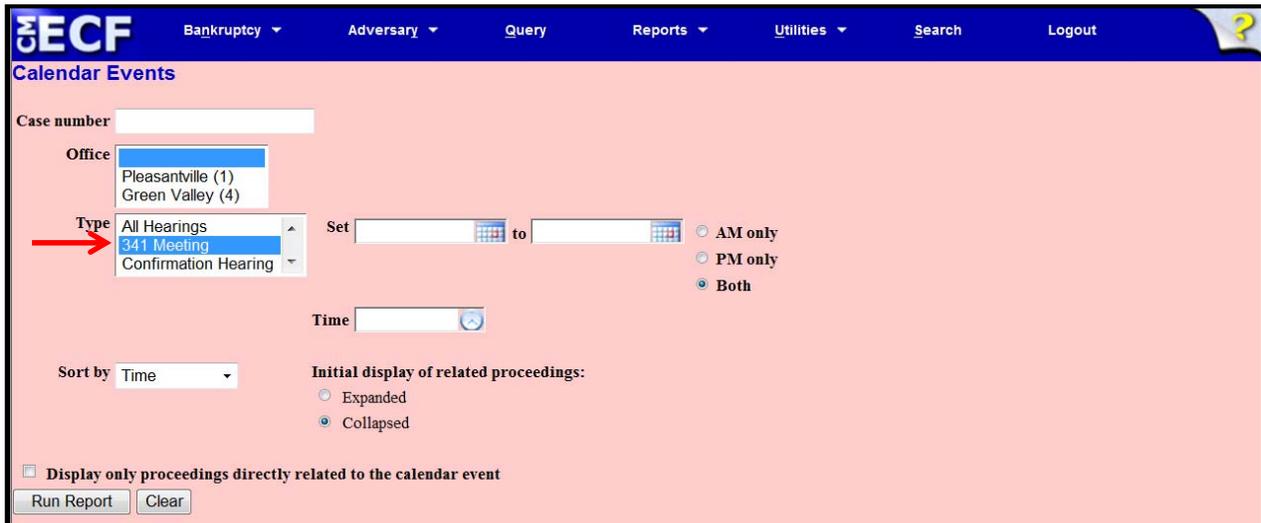
Entered  to

Sort by

Make these options my default

## Calendar Events – All Hearing and 341 Meeting

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



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

**Calendar Events**

Case number

Office  Green Valley (4)

Type  341 Meeting Confirmation Hearing

Set  to

AM only

PM only

Both

Time

Sort by

Initial display of related proceedings:

Expanded

Collapsed

Display only proceedings directly related to the calendar event

## Query

New query options have been added:

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

The screenshot shows the CM/ECF Query interface. At the top, there is a navigation bar with the CM/ECF logo and menu items: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, 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)." The main search area is titled "Search Clues" and contains several input fields: Case Number, Last / Business Name (with examples: Desoto, Des\*t), First Name, Middle Name, SSN / ITIN, Tax ID / EIN, and Type (with checkboxes for Open cases and Closed cases). A red box highlights the "Filed Date" and "Last Entry Date" fields, which are date range selectors. Below these fields is a "Nature of Suit" dropdown menu with the following 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 of the search area, there 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 multiple Nature of Suits are selected for a query, CM/ECF displays a message that the search could produce many records and lead to a large billing charge.



## 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.

The screenshot shows the 'Debtor Information' form in the CM/ECF system. The form is divided into two columns. The left column contains fields for 'Last name' (Adams), 'Middle name', 'SSN/ITIN' (589-56-8956 with a plus icon), 'Office', 'Address 2', 'City', 'County', 'Phone', 'E-mail', and 'Party text'. The right column contains fields for 'First name' (Donna), 'Generation', 'Title', 'Tax Id/EIN' (12-1234567), 'Address 1', 'Address 3', 'State', 'Zip', 'Country', and 'Fax'. At the bottom, there are buttons for 'Alias...', 'Corporate parent / affiliate...', 'Review...', 'Submit', 'Cancel', and 'Clear'. A note next to the 'Review...' button reads: 'Add all aliases and corporate parents or affiliates before clicking the Submit button.'

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.

## Multiple Social Security and Identification Numbers Cont'd

The docket sheet, below, is an example of how the multiple Social Security Numbers are shown on a public notice.

The screenshot shows the ECF system interface. At the top is a blue 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 displays the following information:

- 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
- represented by **Dayne L. Tracy**  
120 Legal Way  
San Antonio, TX 78259  
Email: [deadmail@support.aotx.uscourts.gov](mailto:deadmail@support.aotx.uscourts.gov)
- SSN / ITIN: xxx-xx-8956, xxx-xx-5689, xxx-xx-8956, xxx-xx-8956, xxx-xx-5621 (This line is highlighted with a red box in the original image)
- U.S. Trustee**  
**United States Trustee**  
33 Whitehall Street  
21st Floor  
New York, NY 10004  
212 510-0500

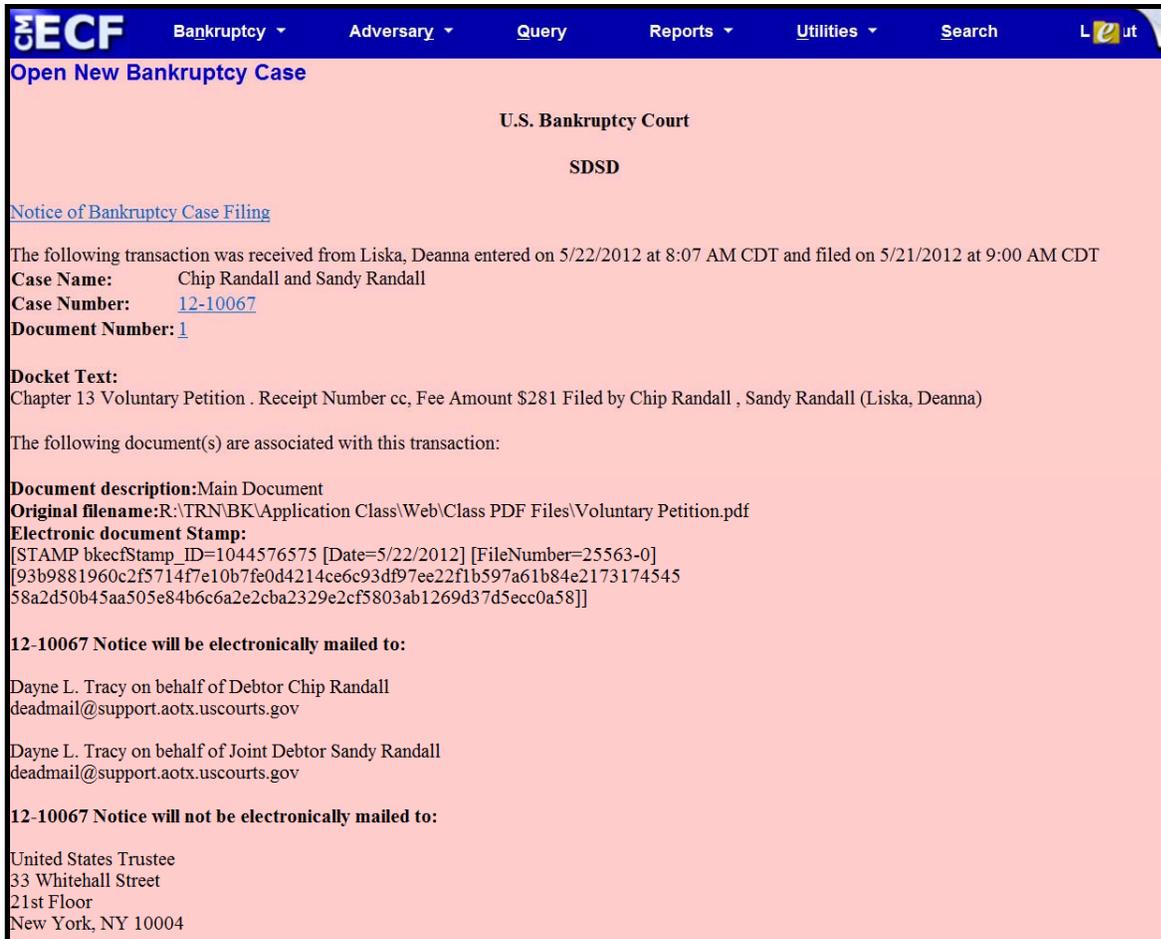
At the bottom, there is a table with the following structure:

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

## Notice of Electronic Filing

In prior versions of ECF, 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 party represented.

Although an attorney may be listed multiple times on a 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 several menu items: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and a user profile icon labeled 'L. ut'. 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 provided. The text states: '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'. The case details are: Case Name: Chip Randall and Sandy Randall; Case Number: 12-10067; Document Number: 1. The 'Docket Text' section reads: 'Chapter 13 Voluntary Petition . Receipt Number cc, Fee Amount \$281 Filed by Chip Randall , Sandy Randall (Liska, Deanna)'. It then lists associated documents, with a 'Document description: Main Document' and 'Original filename: R:\TRN\BK\Application Class\Web\Class PDF Files\Voluntary Petition.pdf'. An 'Electronic document Stamp' is shown with a long alphanumeric string. Finally, it lists electronic mailing information for case 12-10067, including recipients Dayne L. Tracy on behalf of Debtor Chip Randall and Joint Debtor Sandy Randall, and the address of the United States Trustee in New York, NY.

**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. In this release, 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.

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

**File a Motion:**

[12-10042 Billy Cameron](#)

Type: bk Chapter: 13 v Office: 1 (Pleasantville)  
Assets: y Case Flag: PlnDue

**IMPORTANT: The following attorney/party association(s) will be created in this case. De-selecting a party association will result in the filing attorney NOT receiving Notices of Electronic Filing for that party. If this is a joint filing, review the list carefully to ensure that only parties represented by the filing attorney are selected.**

First Car Loan, (pty:cr) represented by Mason, Perry P. (aty)

Next Clear

If the box is unchecked, the attorney will not be added to the case for noticing, or be shown in queries, and the attorney 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.

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

Warning: you will be billed for the total number of pages (this report is not subject to the 30-page limit on PACER charges).

Office: Pleasantville, Green Valley

Assets: Case Type: ap, bk Chapter: 7, 9

Trustee: Carson, Sam J., Chapter 11 Trustee

Attorney: Last name, First name, Bar ID

Date Type: Filed date From: 6/19/2012 to: 6/19/2012

Open case  Party information  
 Closed case  Discharged date  Pro se cases only  
 Voluntary  Dismissed date  
 Converted date Small Business Cases

Type of Debtor: Reopened date, Transferred date, Split date

Nature of Debt: Nature of Business:

County: ANDREWS-TX

Number of months without a confirmed plan From: To:  Include dismissed cases

Sort by: Filed Date

Output Format:  Formatted display  Data only  Include field descriptions

Run Report Clear  Make these options my default

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 Cont'd – 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.



```
CaseFiledRPT[1] - Notepad
File Edit Format View Help
|12-10054 *SEALED*|2012-10054|1337|05/07/2012|05/07/2012|bk|Pleasantville|
Sealed|Consumer/Non-business|12-10056|2012-10056|1339|13|05/07/2012|05/07/2012|bk|
Nelson|Anderson|BELL-TX|Pleasantville|Paid|Yes|Shelly Duran|Attorney for Debtor: Perry
P. Mason;|Consumer/Non-business|Individual|12-10058|2012-10058|1341|13|05/08/2012|
05/08/2012|bk|Carson|Anderson|Bexar|Pleasantville|Paid|Yes|Alan Johnson|Attorney for
Debtor: Dayne L. Tracy;|Consumer/Non-business|Individual|12-10059|2012-10059|1342|13|
05/09/2012|05/09/2012|bk|BAILEY-TX|Pleasantville|Paid|Yes|Donna Adams|Attorney for
Debtor: Dayne L. Tracy;|Consumer/Non-business|Individual|12-10060|2012-10060|1343|13|
05/11/2012|05/11/2012|bk|Bexar|Pleasantville|Paid|Yes|Savannah Black|Debtor: Pro
se;|Consumer/Non-business|Individual|12-10061|2012-10061|1344|13|05/14/2012|05/14/2012|bk|
Strasberg|Bexar|Pleasantville|Paid|Yes|Frank Smith|Attorney for Debtor: Cornelius
Applebee;|Consumer/Non-business|Individual|12-10062|2012-10062|1345|7|05/14/2012|
05/14/2012|bk|MayFair|Strasberg|BEXAR-TX|Pleasantville|Paid|No|Frank Smith|Attorney
for Debtor: Cornelius Applebee;|Consumer/Non-business|Individual|12-10063|2012-10063|1346|7|
05/15/2012|05/15/2012|bk|MayFair|Strasberg|BEXAR-TX|Pleasantville|Paid|No|Clinton J.
Rawlings|Debtor: Pro se;|Consumer/Non-business|Individual|12-10064|2012-10064|1347|7|
05/15/2012|05/15/2012|bk|BEXAR-TX|Pleasantville|Paid|No|Frank Smith|Debtor: Pro
se;|Consumer/Non-business|Individual|12-10065|2012-10065|1348|7|05/18/2012|05/18/2012|bk|
BEXAR-TX|Pleasantville|Paid|No|Frank Thomas|Attorney for Debtor: Perry P.
Mason;|Consumer/Non-business|Individual|12-10067|2012-10067|1350|7|13|05/23/2012|05/21/2012|
05/22/2012|05/22/2012|bk|Anderson|BEXAR-TX|Pleasantville|Paid|No|Chip Randall and Sandy
Randall|Attorney for Debtor: Dayne L. Tracy;Attorney for Joint Debtor: Dayne L. Tracy;
Consumer/Non-business|Individual|12-10068|2012-10068|1351|7|05/29/2012|05/29/2012|bk|AUSTIN-TX|
Pleasantville|Installation|No|Peter Woolrich|Attorney for Debtor: Perry P.
Mason;|Consumer/Non-business|Individual|
```

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

### 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 page title is 'Claims Register'. The main area contains search filters: Case number (1:12-bk-10031), Creditor type (Creditor Administrative), Creditor name, Claim number (to), and a checkbox for 'View multiple documents'. There are radio buttons for 'Filed' (selected) and 'Entered', with date ranges (1/1/1990 to 6/4/2012). A 'Sort by' dropdown is set to 'Claim Number'. A red box highlights the 'View claims summary report' checkbox. At the bottom are 'Run Report' and 'Clear' buttons.

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

The screenshot shows the 'Claims Summary' report for case 11-10004 Clinton H. Vesperman and Anna C. Vesperman. It includes case details: 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, and Trustee: Kathleen Nelson. A table lists 8 claims with columns for Claim #, Amount claimed, Date filed, Creditor number, and Creditor name. A tooltip for claim 1 shows 'Amount claimed: \$37334.27' and 'Secured claimed: \$37334.27'. Below the table, it states 'Total Number of Claims: 8' and provides a summary table for 'Total Amount Claimed \*' (\$215060.51) and 'Total Amount Allowed \*'. A footnote indicates '\* Includes general unsecured claims'.

Claim #	Amount claimed *	Date filed	Creditor number	Creditor name
1	\$37334.27	03/14/2011	32739	Ace Finance
2	\$14335.00	03/15/2011	32779	Central Finance
3	\$17554.00	03/17/2011	32739	Ace Finance
4	\$24667.23	03/17/2011	32756	Lacks Furniture #19
5	\$3700.00	03/17/2011	32739	Ace Finance
6	\$17346.78	09/16/2011	35278	2nd Savings and Loan Inc.
7	\$12778.00	09/16/2011	35279	The Doctor's Plaza
8	\$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 over the **amount claimed** with the cursor 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 to sort by creditor name.

## Claims Register Cont'd

### 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.

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

Claims Register

Case number: 1:11-bk-10004

Creditor type: Creditor Administrative

Creditor number: [ ]

Creditor name: [ ]

Claim number: [ ] to [ ]  View multiple documents

Filed: 1/1/1990 to 6/18/2012

Sort by: Claim Number Filed Date

View claims summary report

Run Report Clear

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.

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

SDSD  
Claims Register

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

Judge: Lillian Strasberg Chapter: 13  
Office: Pleasantville Last Date to file claims: 07/07/2011  
Trustee: Kathleen Nelson Last Date to file (Govt): 09/06/2011

Select All Clear All

Creditor: (32739) Ace Finance Acct#: 3515 7121 W. Hwy 90 San Antonio, TX 78227 <a href="#">Claimant History</a>	Claim No: 1 Original Filed Date: 03/14/2011 Original Entered Date: 08/24/2011	Status: Allow <a href="#">3</a> Filed by: CR Entered by: JPW Modified: 04/24/2012
Amount claimed: \$37334.27 Secured claimed: \$37334.27		
History:		
<a href="#">Details</a> 1-1	<input type="checkbox"/>	03/14/2011 Claim #1 filed by First Nationwide Mortgage Corp, Amount claimed: \$37334.27 (JPW)
3	<input type="checkbox"/>	03/21/2011 Transfer of Claim Transferor: <a href="#">First Nationwide Mortgage Corp</a> (Claim No. 1) To Ecast Settlement Corporation (JPW) Additional attachment(s) added on 8/24/2011 (JPW),(JPW) (Entered: 03/21/2011). MODIFIED on (08/30/2011) Changed transferee from Ecast Settlement Corporation to Pioneer Funding group(Malin, Kate)(Entered: 08/30/2011). MODIFIED on (09/15/2011) to change transferee from Pioneer Funding group, LLC to Ace Finance; (JPW)(Entered: 09/15/2011). Status: Allow
<a href="#">doc</a>	<input type="checkbox"/>	03/23/2012 Notice of Mortgage Payment Change (Claim # 1) Filed by Joint Debtor Anna C. Vesperman , Debtor Clinton H. Vesperman (Orebaugh, Desiree)

## 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 will be correct for cases filed and converted after Release 5.1.

The screenshot shows the ECF (Electronic Case Filing) interface for the United States Bankruptcy Court, SDSD. The page title is "Notice of Bankruptcy Case Filing". It contains the following information:

- A bankruptcy case concerning the debtor(s) listed below was filed under Chapter 7 of the United States Bankruptcy Code, entered on 06/12/2012 at 1:55 PM and filed on 06/12/2012.
- Debtor:** Nancy Reid, 125 West Avenue, San Antonio, TX 78232, SSN / ITIN: xxx-xx-5689.
- Attorney:** Dayne L. Tracy, 120 Legal Way, San Antonio, TX 78259.
- Trustee:** William W. Thompson, 293 North Main #200, San Antonio, TX 79493, 210-483-4944.
- Case Number:** 12-10072.
- Disclaimer:** In most instances, the filing of the bankruptcy case automatically stays certain collection and other actions against the debtor and the debtor's property. Under certain circumstances, the stay may be limited to 30 days or not exist at all, although the debtor can request the court to extend or impose a stay. If you attempt to collect a debt or take other action in violation of the Bankruptcy Code, you may be penalized. Consult a lawyer to determine your rights in this case.
- Access:** If you would like to view the bankruptcy petition and other documents filed by the debtor, they are available at our Internet home page [www.aotx.uscourts.gov](http://www.aotx.uscourts.gov) or at the Clerk's Office, U.S. Bankruptcy Court, Suite 104, 1114 E. 9th Street, Pleasantville, IA 50225.
- Notice:** You may be a creditor of the debtor. If so, you will receive an additional notice from the court setting forth important deadlines.

The page is signed by Cal Borland, Clerk, U.S. Bankruptcy Court. A circular seal of the United States Bankruptcy Court for the District of Arizona is also visible on the right side of the page.

The original chapter and current chapter will display on the Case Summary Query and the Docket Sheet for re-converted cases after Release 5.1. Case Summary is shown below.

The screenshot shows the ECF Case Summary screen for case 12-10072 Nancy Reid. The page title is "Case Summary". It contains the following information:

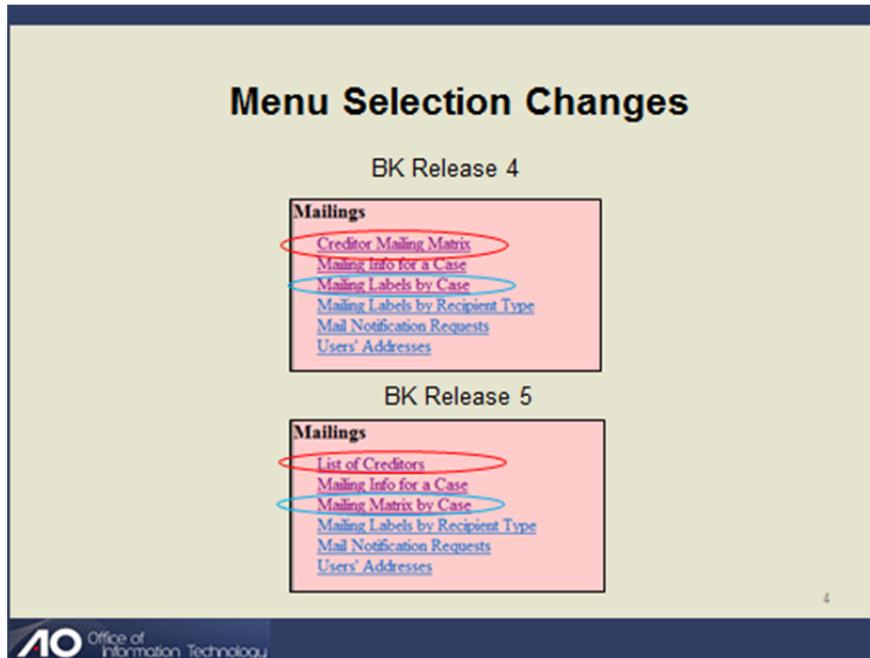
- Case Information:** 12-10072 Nancy Reid, Case type: bk Chapter: 13 Asset: Yes Vol: v, Date filed: 06/12/2012 Date of last filing: 06/12/2012.
- Case Summary:**
  - Office: Pleasantville
  - County: BEXAR-TX
  - Fee: Paid
  - Origin: 0
  - Previous term:
  - Joint: n
  - Original Chapter: 7
  - Current Chapter: 13
- Case Status:**
  - Filed: 06/12/2012
  - Terminated:
  - Debtor discharged:
  - Reopened:
  - Converted: 06/12/2012
  - Debtor dismissed:
  - Confirmation hearing:

The "Original Chapter: 7" and "Current Chapter: 13" fields are highlighted with a red box.

## Creditor Mailing Matrix

The Mailings category under the Utilities menu has been changed:

- The Creditor Mailing Matrix has been changed to the **List of Creditors**
- The Mailing Labels by Case has been changed to the **Mailing Matrix by Case**



**Mailing Matrix by Case** is the record that will include all parties to the case, all creditors included in the original matrix as well as the standard recipients such as United States Trustee, United States Attorney and any addresses that are overridden by the BNC preferred noticing program. **The List of Creditors** selection is often the same as the **Mailing Matrix by Case**, but **Mailing Matrix by Case** is more reliable.

**Supplemental Creditor Matrix** has been amended to use the terminology **List of Creditors**.

## Creditor Mailing Matrix

List of areas affected by the change.

### Menu Selection Changes

Menu Location	Release 4	Release 5
Bankruptcy > Creditor Maintenance	Upload a creditor matrix file	Upload list of creditors file
Query Menu	Creditor Mailing Matrix	List of Creditors
Reports Menu	Creditor Mailing Matrix	List of Creditors
Utilities Menu > Mailings	Creditor Mailing Matrix	List of Creditors]
Utilities Menu > Mailings	Mailing Labels by Case	Mailing Matrix by Case
Bankruptcy > Case Upload	Creditor matrix label	List of creditors
Pacer transaction receipt	Creditor Mailing Matrix	List of creditors

**Mailing Labels by Case/Matrix (Official Court Matrix)**

6

### Mailing Matrix by Case

BK Release 4

BK Release 5

7

The default selection for Mailing Matrix by Case will now specify the selection of *All participants for case (excluding judge)*.

**TRANSFER OF CLAIM - AGENT - NEW ECF EVENT  
EFFECTIVE MAY 1, 2013**

NEW ECF EVENT	REASON FOR CHANGE	ECF CATEGORY	FILER
<b>Transfer of Claim – Agent</b>	To be used by Claims Agent only. This event is added to use with cases with a claims agent who does not have any claims records in CM/ECF	Other Events	Claims Agent - Limited Creditor
	Allows the claims agent to enter transfer of claim information for text purposes ONLY and for the collection of the \$25.00 filing fee	Claims Action	Claims Agent - Attorney
	There is no notice associated with this event		
	Data inputted on the docket will not display on the Claims Register		
	Users can only enter this event if a <i>ClaimsAgent</i> flag is on the case. If the user tries to docket this event and a <i>ClaimsAgent</i> flag is not present the following message will display: <i>This cannot be used because a Claims Agent has not been assigned to this case. Please go to Claim Actions and select <b>Transfer of Claim from the list of events.</b></i>		

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**NEW CLAIMS TRANSFER FEE**

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New Fee Payment for Transfer of Claim - Click on this link for more details:  
[http://www.nyeb.uscourts.gov/announcements/New\\_Claims\\_Transfer\\_Fee.pdf](http://www.nyeb.uscourts.gov/announcements/New_Claims_Transfer_Fee.pdf)