

UNITED STATES BANKRUPTCY COURT
EASTERN DISTRICT OF NEW YORK

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RE:

Adoption of Requirement of Photo Identification by
Unrepresented Parties Filing Bankruptcy Petitions,
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Administrative Order No. 653

UPON the resolution of the Board of Judges of the United States Bankruptcy Court for the Eastern District of New York, it is hereby

ORDERED, that effective October 3, 2016:

1. Any individual debtor who is not represented by an attorney (an “Unrepresented Debtor”) seeking to file a bankruptcy petition in the United States Bankruptcy Court for the Eastern District of New York, at either the Brooklyn or Central Islip courthouse, must provide photo identification at the time of filing. If the petition is a joint petition, photo identification for both debtors must be provided.
2. Any individual presenting a petition for filing on behalf of an Unrepresented Debtor must provide photo identification for the debtor or debtors named in the petition, and for himself or herself, at the time of filing.
3. Where a petition is presented for filing by mail, it must be accompanied by a copy of photo identification for the debtor or debtors named in the petition.
4. Acceptable identification for the purposes of this order includes a state driver’s license, a U.S. passport, an identification card issued by a federal, state, or local governmental entity, military identification, a resident alien card, or a student identification card. Identification must be current and legible, and must include a photograph.
5. If an Unrepresented Debtor, or individual presenting a petition for filing on behalf of an Unrepresented Debtor, does not provide photo identification at the time the petition is presented for filing, the filer will be required to sign a statement setting forth his or her name, address and telephone number and affirming that the filing of the petition is authorized. If a petition is filed without photo identification, photo identification must be provided to the Clerk’s Office for all of the debtors named in the petition within fourteen days, or a motion for waiver of the requirement must be made within that time.

Dated: Brooklyn, New York
September 13, 2016

s/Carla E. Craig
Hon. Carla E. Craig,
Chief United States Bankruptcy Judge