

**United States Bankruptcy Court
Eastern District of New York**

Registration for Virtual CM/ECF Training

Step A. Schedule Training:

Upon request, training will be scheduled on the 4th Friday of each month from 10:00 a. m. to 1:00 p.m.

1. Training Date Requested _____
2. Participant's Full Name _____
3. Please specify:
(A)ttorney or (S)upport Staff _____
4. Complete Address _____
5. Phone No. _____
6. E-mail _____
7. Contact Person _____

Step B. Tailoring Training.

Please answer the following:

1. My company/firm primarily represents:

- ☐ Debtor
- ☐ Creditor
- ☐ Trustee

2. What Chapter bankruptcy case will you or your firm file? Will your company/firm file an Adversary proceeding?

- ☐ Chapter 7 – Debtor and Joint Debtor
- ☐ Chapter 13 with Plan
- ☐ Chapter 11 – Business
- ☐ Adversary Complaint

3. My company/firm primarily files the following documents in CM/ECF for the EDNY.

- ☐ Motions/Applications/Presentation
- ☐ Answer
- ☐ Amended Schedule
- ☐ Making a Payment
- ☐ Upload Proposed Order
- ☐ Notice of Appearance
- ☐ Proof Claim
- ☐ Other

4. How long have you practiced or worked in bankruptcy _____

Send completed Registration Form for ECF Training Class to:

Email address: ECF_Training@nyeb.uscourts.gov or

Regular mail: U.S. Bankruptcy Court, 290 Federal Plaza, Central Islip, NY 11722. Attorneys are strongly encouraged to have their support staff attend training.

Revised July 2024