



Bankruptcy Bits & Pieces

July/August 2014

Bankruptcy Bits & Pieces is published by the U.S. Bankruptcy Court for the Central District of Illinois as an information service for the practitioners of our court. Suggestions and comments are always welcome. Please email us at: attorney_newsletter@ilcb.uscourts.gov

EFFECTIVE 10/01/2014:

MONMOUTH ANNOUNCEMENT

Due to the decrease in the number of bankruptcy filings for cases now heard in Monmouth IL, Judge Perkins will cease conducting court at the Warren County Courthouse in Monmouth, Illinois. The judicial hearings for these cases will be scheduled at the Federal Building, Room 121, 100 NE Monroe Street located in Peoria, IL 61602.

COURTSPEAK

The Urbana Division is now using CourtSpeak to add audio files to docket entries on Ch. 7 and Ch. 11 cases. Unless specifically ordered to be sealed or restricted, audio files of all matters heard by Chief Judge Mary P. Gorman will be uploaded to the CM/ECF system and available through PACER. Please Note: If information subject to the judiciary's privacy policy is stated on the record, it will be available in the audio file. Parties are advised to avoid introducing personal data identifiers and other sensitive information into the record in the first place, unless absolutely necessary to prove an element of the case. Courtroom Deputies cannot redact audio files before they are placed on CM/ECF.

Bounced Back Emails

The Clerk's Office receives several bounced back emails from the CM/ECF system on a regular basis. A bounce back means that a Notice of Electronic Filing (NEF) was not delivered. A bounce back email occurs due to (1) failure to keep a current email address on file, (2) the receiving computer system's settings reject the NEF as spam, or (3) the receiving computer system does not maintain sufficient capacity to receive the transmitted NEF. Many of the bounce back emails occur from inactive addresses or disabled secondary emails that may be attached to the primary CM/ECF account. As a result of the bounce back emails, the Clerk's Office will remove the inactive email address associated with the CM/ECF account.

The Clerk's Office reminds counsel to check regularly the CM/ECF docket sheet for your cases and to ensure your email system is correct and functioning properly. To update the email address in your CM/ECF account go to: Maintaining Your CM/ECF Account in the electronic case filing system.

Notice of Appearance Requirement (Cases assigned to Chief Judge Mary P. Gorman)

Attorneys are reminded that to be "of record" and authorized to sign pleadings, documents, or agreed orders on behalf of a party, every attorney, other than the attorney who filed the initial bankruptcy petition or the complaint in an adversary proceeding, must enter his or her appearance for the party.

Attorneys can enter a formal appearance by filing the text-only docket event (no PDF required): *Bankruptcy>Miscellaneous Events>Notice of Appearance and Request for Notice (Attorney Filer - Text Only)*.

For more information about this and other procedures for Chief Judge Mary P. Gorman, please visit the court's website (www.ilcb.uscourts.gov) and click "Chief Judge Mary P. Gorman" under the "Judges' Info" tab.



DeBN is now LIVE!

Introducing.

Debtor Electronic Bankruptcy Noticing

DeBN is the new, free electronic bankruptcy

noticing program that is available to all debtors with an open bankruptcy case. DeBN allows debtors to receive notices and orders via email, rather than U.S. mail, resulting in faster delivery (same-day), convenient access, and no more lost court notices and orders.

Please remember to offer DeBN as a noticing option for your clients.

Benefits of DeBN:

- DeBN is a free and voluntary service available only to debtors.
- Debtors may request enrollment or deactivation of their DeBN account at any time.
- Court notices and orders may include, but are not limited to: 341 Notice, Notice Scheduling Objections, Hearing Notice, Order Discharging Debtor.
- Emails will be sent in the evening on the same day the notice or order was filed.
- Notices and orders will be PDF attachments with no limit on the number of free views.

How it Works:

- Debtor completes and files the request form (Debtor's Electronic Noticing Request (DeBN)).
(Docket event: Bankruptcy>Miscellaneous Events>Debtor Electronic Noticing (DeBN))
- Court staff registers the debtor's DeBN account.
- The BNC sends debtor an automated email with a link to click to activate the account.
- Debtor clicks the link and activates the account.
- The BNC sends debtor an automated email confirming account activation.
- Debtor will immediately begin receiving notices and orders via email.

To access the DeBN request form and for additional information, please visit the court's website at www.ilcb.uscourts.gov and click the DeBN link located on the Home page.

Important Notice Re: DeBN:

A debtor enrolled in DeBN is NOT receiving all documents in the case electronically and is NOT on the CM/ECF service list. ONLY documents filed by the court will be served on the debtor electronically, and service will be through the BNC. All other parties must continue to serve debtors via U.S. mail or in person as required by court rules.



Order Query Report

Can't remember if you uploaded an order, or need to review an uploaded order? The Order Query Report provides the status of proposed orders uploaded to ECF. (Note: The status report only displays proposed orders uploaded by the specific ECF user generating the report.)

To access the Order Query Report:

- Click on **Reports** from the CM/ECF blue tool bar (must be logged into CM/ECF)
- Select **Order Query**
- Enter the **Case Number** and click **Next** (or enter additional criteria to narrow the search)

All pending orders uploaded by the ECF user generating the report and that match the search criteria will be displayed. Hyperlinks allow the user to view the docket sheet of the case, the related document, if applicable, and the image of the submitted order. The status will be displayed as *Being Processed* from the time it is uploaded until it is signed by the judge. As soon as the order is signed, it is automatically removed from the Order Query Report, and you will receive the NEF once the signed order has been docketed.

REMINDER: FEES for certain filings increased June 1, 2014

Case Filing Fees Effective June 1st:

Ch. 7 \$335

Ch. 9 \$1,717

Ch. 11 \$1,717

Ch. 12 \$275

Ch. 13 \$310

Ch. 15 \$1,717

In addition, fees for adversary filings and deconsolidated cases also increased. See our website for a list of current fees, or click here: [Filing Fees](#)

Court Locations

Springfield
2nd Floor Room 226
600 E. Monroe Street
Springfield, IL 62701
(217) 492-4551
Office Hours: 8 am–5pm

Danville
(Note: Office will be relocating to Urbana soon)
1st Floor Room 130
201 N. Vermilion Street
Danville, IL 61832
(217) 431-4820
Office Hours: 7:30 am–4:30 pm

Peoria
2nd Floor Room 216
100 N.E. Monroe Street
Peoria, IL 61602
(309) 671-7035
Office Hours: 8 am–5 pm

Court Closures

The Clerk's Office will be closed the following days:

July 4, 2014