



Bankruptcy Bits & Pieces

May/June 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

NEW FEES EFFECTIVE

JUNE 1, 2014

The Judicial Conference approved two amendments to the Bankruptcy Court Miscellaneous Fee Schedule, which will go into effect June 1, 2014.

Adversary Proceedings:

First, the cost of filing an **adversary proceeding** will increase \$57 from its current fee of \$293.

The new filing fee will be \$350.

Bankruptcy Cases:

Second, the Conference **approved increases to the administrative fee assessed at filing in every bankruptcy case.** Currently the fee is set at \$46 for all chapters. Beginning June 1st, a \$75 fee for Chapter 7, 12, and 13 cases and a \$550 fee for Chapter 9, 11 and 15 cases will be imposed.

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

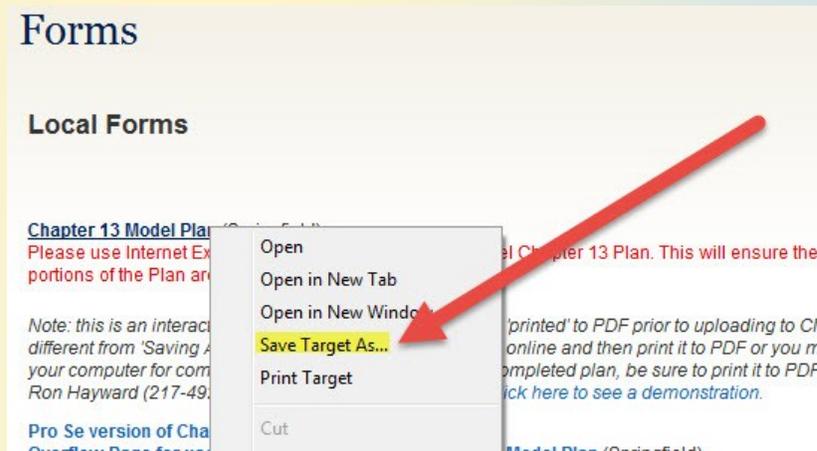
The Conference also **approved applying this new administrative fee structure to divided (deconsolidated) cases.**

The **administrative fee for a motion to divide a joint case** under Chapter 7, 12 or 13 will increase from \$46 to \$75; and the administrative fee under Chapter 11 will increase from \$46 to \$550.

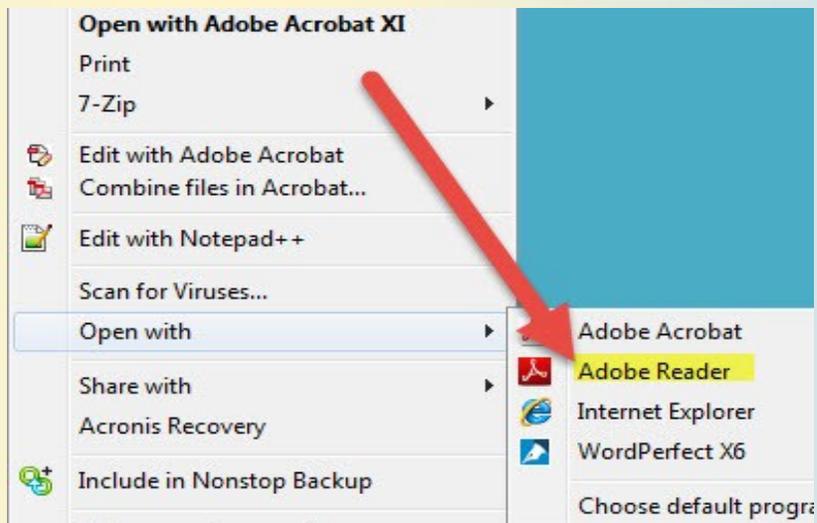
The new fee schedule will be updated on our website June 1st.

WINDOWS 8 AND ADOBE PDF'S

Users that have Windows 8 and try to open PDF's from our external website (chapter plans for example) are being told they need to have Nitro PDF installed on their PC in order to view the plans even though these users have Adobe installed on their PC's. Unfortunately Nitro does not display our chapter plans accurately and in the correct format. Even though you are prompted that you need Nitro to view the PDF you do not need to download it. Here is a simple work around: Right-click the model plan you are attempting to fill out and select "Save target as." This will save the PDF to your local computer



Once you save the PDF to your local PC you will then be able to open it in Adobe by right-clicking the PDF and selecting "Open With > Adobe Reader." You are now able to fill the PDF form out in Adobe.



ECF Filing Tips of The Day...



Court Locations

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

Danville
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

New 341 Location for Urbana Cases Beginning in June 2014:

Urbana City Building
City Council Chambers
400 S. Vine Street
Urbana, IL 61801

Court Closures

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

May 26, 2014

Docket Event Search

Search feature in ECF: If you haven't used it, the Search Menus and Events feature in ECF can be very helpful. The "Search" feature can be accessed from the blue menu bar at the top of your ECF screen. Just click on "Search" and a box will pop up for your request. **This feature is particularly useful if you are unclear about what docket event to use.** For example, if you type "application" into the search box, you are given all docket events with the word "application". You can then click the link for the docket event that applies in your situation and continue with the filing process.

ECF Search—be sure to try it!



Certificates of Service

Things to remember when preparing the Certificate of Service:

- Specifically state the date of service (it is insufficient to state "on or about");
- Include the name of each party served;
- Include the address of each party served via U.S. Mail;
- Specifically state the method of service (it is insufficient to state "electronic service **and/or** U.S. Mail" with no further specifics as to which method a party was served).

You may include the Certificate of Service in the same PDF as the related document, but if it is filed separately, it should:

- Contain a complete case caption;
- Specifically identify the document(s) served;
- Be linked to the related document(s).

Court Training Videos

There are a number of e-filing tutorials available on the court's website that provide additional training to e-filers specific to the Bankruptcy Court, Central District of Illinois. Please click on the following link to access demos on filing:

<http://www.ilcb.uscourts.gov/electronic-filing-demonstrations>