



Bankruptcy Bits & Pieces

July/August 2013

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

Wireless Access

The United States Bankruptcy Court for the Central District of Illinois is now providing free wireless Internet access in the Springfield and Peoria Courtrooms, and will soon be providing access in the Rock Island Courtroom. Individuals are permitted to use the service during court proceedings. Appropriate usage includes communicating with fellow employees and clients, acquiring or sharing information about your proceedings, and electronic filing into the Court's CM/ECF system. See our website to review the entire Wireless Internet Policy and setup instructions



Notice

United States Bankruptcy Judge Thomas L. Perkins has applied for reappointment to a new 14 year term with the Central District of Illinois. Comments are invited from the public and the bar. Comments should be sent to:

*Collins T. Fitzpatrick
Circuit Executive
219 South Dearborn Street
Room 2780
Chicago, Illinois 60604*

ePOC (Electronic filing of Proof of Claims)

The Clerk's Office now has a new system for filing claims electronically—ePOC. Under ePOC a login and password is not required—claims and claim related documents can be filed directly through our website at www.ilcb.uscourts.gov. In addition to filing proofs of claim, other documents that can be filed through ePOC are amended claims, withdrawal of claims, response to notice of final cure payment, notice of mortgage payment change and notice of post-petition fees, expenses, and charges. CM/ECF Users with a limited filer login will no longer be able to file these documents through CM/ECF. More information on ePOC can be found on our website under 'News & Announcements'.

Attorney Training Registration

The process to receive a login and password for the Central District of Illinois has recently been modified. All new filers must now view online training modules – similar to the electronic demonstrations available on our website. Viewing the modules is mandatory, but the process has been simplified, and new filers should be able to complete training within minutes. For more information, see the registration training links on our website under ECF Helpdesk.

Bankruptcy Filings Down 14 Percent for March 2013

Bankruptcy filings for the 12 month period ending March 31, 2013 fell 14.4 percent when compared to filings for the 12 month period ending March 31, 2012.

Total Bankruptcy Filings by Bankruptcy Chapter Years Ended March 31, 2010 –2013

| Year | 7 | 11 | 12 | 13 |
|------|-----------|--------|-----|---------|
| 2013 | 804,885 | 9,811 | 463 | 355,081 |
| 2012 | 958,757 | 11,339 | 606 | 396,175 |
| 2011 | 1,118,481 | 13,051 | 743 | 438,788 |
| 2010 | 1,100,032 | 15,251 | 605 | 415,966 |

ECF Filing Tips of The Day...

Submitting Proposed Orders

The Central District of Illinois uses the *E-Orders* program, which has been integrated into CM/ECF. Proposed orders should be submitted at the time you file your Motion or Application. However, the proposed order must be filed separately from the motion or application to which it pertains utilizing the *Order Upload* module of CM/ECF. Orders should not be included with motions, as in some other districts.

Proposed orders must be formatted using the very specific formatting criteria outlined below. Incorrectly formatted orders will not be signed. You will be requested to resubmit your order resulting in a delay receiving the relief requested.

Mandatory E-Order Formatting Criteria

1. The first page of the proposed order must have a four (4) inch margin at the top.
2. There should be no signature line for the judge on any page of the order.
3. There should be no date on the order.
4. At the end of the text of the order, place three pound signs (###) in the center of the page with one blank line separating the last line of text and the centered ###.
5. Do not scan the order. The order must be created in word processing software (i.e., Word, WordPerfect, etc.) then converted to PDF for uploading.
6. Order page size can be no larger than 8 ½ x 11.

Other Considerations When Submitting E-Orders

1. Scanned orders cannot be signed by the Judge. If your proposed order has signatures of multiple parties (e.g. Agreed Orders), keep the originally signed copy and prepare an order for e-filing that has all signatures represented by '/s/ name of party.' You should retain the order with original signatures on file in your office.
2. If you are requested to modify an order which was previously uploaded to CM/ECF, you must upload the revised order into the E-Orders system using the same steps used to file it the first time.
3. When uploading an order, make sure the hearing date screens are blank.

Amended Schedules

Things to remember when filing amended schedules:

- ◆ The amended schedule must be docketed using the applicable amended schedule docket event and the PDF must be titled as "amended."
- ◆ Amendments to Schedules D, E and F must list only information being added or changed.
- ◆ All amended schedules (except D,E, F in Peoria and Danville) require a verification/unsworn declaration signed by the debtor(s).
- ◆ Service of Amended Schedule C must be made on all creditors listed on the mailing matrix (for Springfield Division only).
- ◆ Service of Amended Schedules D, E and F must be made on the creditor or party in interest listed on the amended schedule.
- ◆ The amended schedule, declaration and certificate of service can be combined as a single PDF and docketed using the appropriate amended schedule docket event.

Court Closures

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

Thursday, July 4, 2013

Friday, July 5, 2013

Monday, September 2, 2013

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