

UNITED STATES BANKRUPTCY COURT  
CENTRAL DISTRICT OF ILLINOIS

KHADIJIA V. THOMAS  
CLERK OF COURT

226 U.S. COURTHOUSE  
600 E. MONROE STREET  
SPRINGFIELD, ILLINOIS 62701

TEL 217-492-4551  
FAX 217-492-4556  
[www.ilcb.uscourts.gov](http://www.ilcb.uscourts.gov)

April 28, 2014

Dear Chapter 7 Case Trustees:

Re: **Self-Noticing by Chapter 7 Trustees – Change in Procedures Effective May 5, 2014, for Springfield division**

I am writing to advise you of two changes in procedures in the Springfield division regarding Chapter 7 Trustee noticing. Beginning May 5, 2014, Chapter 7 Trustees will be responsible for noticing Motions to Extend Time to Object to Discharge and Motions to Extend Time to Object to Exemptions.

**Motions to Extend Time to Object to Discharge**

Motions to Extend Time to Object to Discharge should continue to be filed as they have been in the past. Motions may be filed by either the Chapter 7 Trustee or the U.S. Trustee seeking an extension of time for both the Trustee and U.S. Trustee. Motions seeking extensions for both must clearly state for whom relief is sought. Motions must also provide a reason why the extension is requested. All requested extensions must be to a fixed date.

A standard objection date notice per Official Form 20A which includes a date for objections not less than 14 days after mailing (but does not include the language about attending a hearing) must be prepared. The objection date notice and the motion must be served on the debtor and the debtor's attorney, if the debtor is represented.

Prepare an Objection Date Notice with a certificate of service giving not less than 14 days notice to object to the Motion to Extend Time to Object to Discharge as follows:

**[Bankruptcy>Trustee/US Trustee> Notice of Objection Ddl re: Motion to Extend Time \(Spfld Ch 7 Trustee\) > Browse to upload the Notice in pdf format > Select the appropriate event to which the Objection Date Notice relates > Select Next, verify the Objections Date in ECF > continue to select Next to complete e-filing the Notice.](#)**

Both the motion and objection date notice should include a certificate of service. In the event no objections are filed to the motion, a text order will be entered allowing the extension as requested.

This procedure may be used to seek not more than two extensions for a total of not more than 120 days. All motions after a second extension or which seek an extension which, if granted, would bring the total extension over 120 days will be set for in-court hearing.

## **Motions to Extend Time to Object to Exemptions**

Motions to Extend Time to Object to Exemptions should continue to be filed as they have been in the past. Generally only Chapter 7 Trustees and not the UST file these motions. Accordingly, if the UST wants an extension of time to file an objection to exemptions, that request should be made in a separate motion and not combined with a trustee's request. Motions must provide a reason why the extension is requested. All requested extensions must be to a fixed date.

A standard objection date notice per Official Form 20A which includes a date for objections not less than 14 days after mailing (but does not include the language about attending a hearing) must be prepared. The objection date notice and the motion must be served on the debtor and the debtor's attorney, if the debtor is represented.

Prepare an Objection Date Notice with a certificate of service giving not less than 14 days notice to object to the Motion to Extend Time to Object to Exemptions as follows:

**Bankruptcy>Trustee/US Trustee> Notice of Objection Ddl re: Motion to Extend Time (Spfld Ch 7 Trustee) > Browse to upload the Notice in pdf format > Select the appropriate event to which the Objection Date Notice relates > Select Next, verify the Objections Date in ECF> continue to select Next to complete e-filing the Notice.**

Both the motion and objection date notice should include a certificate of service. In the event no objections are filed to the motion, a text order will be entered allowing the extension as requested.

This procedure may be used to seek not more than two extensions for a total of not more than 60 days. All motions after a second extension or which seek an extension which, if granted, would bring the total extension over 60 days will be set for in-court hearing.

Please contact the clerk's office if there are questions.

Sincerely,

*Khadija V. Thomas*

U.S. Bankruptcy Clerk

cc: Judges, United States Bankruptcy Court, Central District of Illinois  
Nancy Gargula, U.S. Trustee, Office of the U.S. Trustees  
Timothy Ruppel, Assistant U.S. Trustee, Office of the U.S. Trustees  
Case Trustees