



Bankruptcy Bits & Pieces

January/February 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

PACER TURNS 25!

25 years ago, in September of 1988, the Judicial Conference approved a new way of sharing case information with the public, through a service known as PACER—Public Access to Court Electronic Records. Back then, court documents were still filed on paper and filings were generally restricted to regular business hours. It was not unusual to see couriers lined up at Intake counters waiting to have their documents time stamped. Court records were available to the public, but only at a federal courthouse and hard for many to access. PACER, along with Case Management/Electronic Case Filing (CM/ECF) which was developed in the 1990s, have fundamentally changed how federal courts and lawyers perform their jobs. When PACER first started, it only offered limited information and was available through a few pilot courts. In 2002, 40 of the 90 Bankruptcy Courts used electronic filing. By 2007, CM/ECF and PACER were nearly universal. Today, docket sheets are now available for viewing world-wide 24 hours a day, and documents can be filed from anywhere/anytime by tapping a few keys. Its hard to imagine the Clerk's Office functioning as efficiently without PACER—and it all began 25 years ago!

Changes in Bankruptcy Forms

Changes to national bankruptcy forms B6I (Schedule I: Your Income) and B6J (Schedule J: Your Expenses) became effective on December 1, 2013.

Schedules I and J:

New check boxes have been added to Schedules I and J for the debtor to indicate that the schedule supplements the initial filing of the form. The option to submit supplements to these schedules is a method for capturing additional information regarding a debtor's post-petition income and expenses as of a specific date (*e.g.*, prior to chapter 13 confirmation hearing) for purposes of analysis or potential modification. Events will be added to the electronic filing system to allow the filing of these schedules as supplements when necessary.

Schedules I and J are still required to be filed as part of the original schedules and statements under Fed. R. Bankr. P. 1007(b) (1). Also, the "amendment" check box should still be used when the purpose is to correct information on the original filing of the form.

Schedule J Only:

New lines 1, 2, and 3 on revised Schedule J request information about the debtor's household. Line 1 requires joint debtors who maintain separate households to file separate Schedule J forms. A check box has been added to the caption to identify such filings. Line 2 requires information about each dependent.

If Debtor 2 (also known as the joint debtor) maintains a separate household, s/he will be required to file a separate Schedule J and check the appropriate box on the modified form. When the box is checked, attorney filers should follow the form instructions and ensure that total expenses on Form B6 - Summary of Schedules and the Schedule J for Debtor 1 include the amounts for both Debtor 1 and Debtor 2. Debtor 2's Schedule J form should be included with the petition when schedules are filed.

Please refer to [Pending Changes in the Bankruptcy Forms](#) on the federal judiciary's national web site for complete information regarding these changes.

Chapter 13 Model Plan in Springfield

Notice to Springfield Chapter 13 practitioners: Use of the Chapter 13 model plan form posted on the Court's website will be mandatory effective January 1, 2014, in the Springfield Division. All Chapter 13 plans -- original or amended -- filed on or after January 1, 2014, must be on the model plan form. Plans filed using any other form will be stricken. For technical assistance on use of the model plan form, contact Ron Hayward at 217-492-5023 or ronald_hayward@ilcb.uscourts.gov.

ECF Filing Tips of The Day...

CM/ECF—PDF Headers—Turning Them OFF and ON

All filed documents contain a PDF header listing the case number, document number, filed date, entered date, document description and the number of pages. External Filers now have the ability to turn the PDF headers off. This option will allow External Filers to download a PDF without the header display for use in future filings with the Court (i.e., Adversary Summons, Writs of Execution).

Example: Previously, an External Filer had to download the Summons from the Court docketed Summons Issued event; manually remove the heading information before they docketed Summons Service Executed or Summons Service Unexecuted event in an Adversary Proceeding so the PDF would not display multiple headings.

Turning PDF Headers Off

From the Reports menu

Select the Docket Report option (You may need to log into PACER to access the Docket Report)

Under the Document Options section, a checkbox now appears along with the option to “Include headers when displaying PDF documents.” This box is checked by default.

The screenshot shows the ECF Docket Sheet interface. The 'Document options' section contains the following settings:

- Include headers when displaying PDF documents
- View multiple documents
- Create Record on Appeal
- Include on the Docket Sheet:
 - all docket entries in this case
 - selected docket entries only
- Include PDF documents

Other visible options include 'Include', 'Format' (HTML selected), 'Sort by' (Oldest date first), and 'Public docket'.

To view a PDF without a header being displayed, deselect the checkbox by clicking on it.

Now, when you run the report, and select a document to view, no header should display on the PDF.

Save the PDF to a local location.

To turn the PDF headers on, under the Docket Report option, simply click on the checkbox to “Include headers when displaying PDF documents.”

Court Closures

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

January 20, 2014
February 17, 2014

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