

UNITED STATES BANKRUPTCY COURT
WESTERN DISTRICT OF NORTH CAROLINA

In re:)
)
RECOVERY OPERATION OF)
THE U.S. BANKRUPTCY)
COURT FOR THE WESTERN)
DISTRICT OF NORTH)
CAROLINA IN RESPONSE)
TO CORONAVIRUS DISEASE)
(COVID-19))
_____)

FILED
U.S. BANKRUPTCY COURT
WESTERN DISTRICT OF NC

JUN 01 2020

STEVEN T. SALATA, CLERK
CHARLOTTE DIVISION
MDW

JUDGMENT ENTERED ON JUN 01 2020

GENERAL ORDER

THIS MATTER is before the Court upon its own motion.

The Governor of the State of North Carolina declared a public health emergency throughout the state in response to the spread of the Coronavirus (COVID-19). The Centers for Disease Control and Prevention and other public health authorities advised taking precautions to reduce the possibility of exposure to the virus and slow the spread of the disease. Conditions continue to evolve but at this time the Court finds that it is appropriate to adjust its response in furtherance of the recovery effort.

NOW, THEREFORE, bearing in mind the importance of continuing efforts to protect public health as well as the necessary and essential role of the Court, the United States Bankruptcy Court for the Western District of North Carolina hereby issues the following order regarding Court operations which shall remain in effect pending further order of the Court:

IT IS HEREBY ORDERED that public intake counters in the Asheville and Charlotte divisions of the Clerk's Office **REOPEN** to the public and resume their regular hours of 8:30 a.m. to 4:30 p.m. The Statesville division intake counter will remain **CLOSED** due to mechanical failure of the courthouse elevator.

IT IS FURTHER ORDERED that attorneys shall continue to file bankruptcy petitions and other papers by electronic filing in CM/ECF;

IT IS FURTHER ORDERED that members of the public without an attorney ("pro se parties") may file bankruptcy petitions and other papers with the Court at the intake counters in the Charlotte and

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Asheville divisions of the Clerk's Office, by email, by U.S. Mail addressed to the Charlotte office address listed below, or by drop box in accordance with the following procedures:

1. All papers filed by email, U.S. Mail, or drop box should include a coversheet containing the telephone number and email address at which the filer may be reached. The coversheet will be a private entry on the Court's docket and will not be available on the public docket;
2. All bankruptcy petitions filed by email, U.S. Mail, or drop box should be accompanied by a copy of a form of government issued identification for the debtor(s);
3. *Pro se* parties may email signed bankruptcy petitions and other documents to the Court at filings@ncwb.uscourts.gov. A *pro se* party who emails a signed petition to the Court shall also send the following to the Court by U.S. Mail within 14 days thereafter:
 - a. the original petition, along with the required schedules, statements, and other documents, and
 - b. the required filing fee, unless said party has also filed a request to waive the filing fee (a request to proceed *in forma pauperis*) or a request to pay the filing fee in installments;
4. Drop boxes will be available and accessible from 8 a.m. to 5 p.m., Monday through Friday, in the lobby of the United States Courthouses in Charlotte, Asheville, and Statesville at the addresses listed below. Parties are directed to check the Court's website, www.ncwb.uscourts.gov, or call the Clerk's Office at 704-350-7500, for more information;
5. Filings made by drop box must be accompanied by either an email to filings@ncwb.uscourts.gov, or a telephone call to the Clerk's office at 704-350-7500, indicating the filer's name, the case name and number (unless the filing is a bankruptcy petition), and the date and time at which the filing was placed into the drop box;
6. If a *pro se* party files a bankruptcy petition by email, the Clerk's Office shall, as soon as practicable, contact the filing party with the assigned bankruptcy case number. *Pro se* parties who file a bankruptcy petition by U.S. Mail or drop box may include a self-addressed stamped envelope

and request that the case number be mailed to them, or they may contact the Clerk's Office at 704-350-7500; and

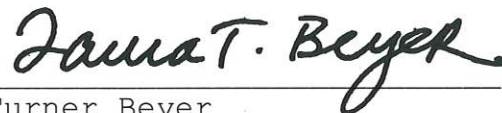
7. All required filing fees may be paid at the Charlotte public intake counter, or mailed to the Charlotte office at the address listed below. The only acceptable forms of payment by mail are cashier's checks and money orders. Should any party be unable to obtain a cashier's check or money order, that party may file a motion to request temporary relief from the judge assigned to the case.

IT IS FURTHER ORDERED that all deadlines in all cases continue to remain in effect, unless modified by further order; and

IT IS FURTHER ORDERED that all information regarding bankruptcy hearings may be found by checking the Court's website, www.ncwb.uscourts.gov. Parties should also consult the website for instructions on accessing hearings telephonically and updates regarding 11 U.S.C. § 341 hearing dates. Parties are encouraged to contact the Clerk's Office at 704-350-7500 for any necessary assistance. The mailing address for the Charlotte office is listed below along with the drop box addresses for the Court's divisional offices in Charlotte, Asheville, and Statesville

IT IS FURTHER ORDERED that this **SUPERSEDE** the General Order dated April 1, 2020.

This the 1st day of June, 2020.



Laura Turner Beyer
Chief United States Bankruptcy Judge



J. Craig Whitley
United States Bankruptcy Judge



George R. Hodges
United States Bankruptcy Judge

Mailing Address for All Divisions:

U.S. Bankruptcy Court
Western District of North Carolina
401 West Trade Street, Room 111
Charlotte, NC 28202

Charlotte Drop Box Address:

U.S. Bankruptcy Court
Western District of North Carolina
401 West Trade Street
Charlotte, NC 28202

Asheville Drop Box Address:

U.S. Bankruptcy Court
Western District of North Carolina
100 Otis Street
Asheville, NC 28801-2611

Statesville Drop Box Address:

U.S. Bankruptcy Court
Western District of North Carolina
200 West Broad Street
Statesville, NC 28677