

## Bankruptcy Docket Event Flowchart

**CM/ECF Main Menu>Various Docket Event Categories>Select Bankruptcy Option or Rest Mouse Over Bankruptcy Option >**the drop-down menu expands further displaying a second level of docket event categories> Select Available Events> Start typing to find another event. Hold down Ctrl to add additional items.

### **Answer/Response**

**Available Events** (click to select events)

1. Answer to Involuntary Petition
2. Response – **Select this event if you are Responding or Objecting to an Event already filed with the court.**

### **Appeal**

**Available Events** (click to select events)

1. Addendum to Record on Appeal
2. Appellant/Appellee Designation
3. Certification of Direct Appeal to Court of Appeals
4. Cross Appeal (fee)
5. Election to Appeal
6. Joint Certification to Court of Appeals
7. Leave to Appeal
8. Notice of Appeal (fee)
9. Notice of Docketing Record on Appeal
10. Objection to Referral to BAP
11. Petition Requesting Direct Appeal
12. Statement of Issues on Appeal
13. Transmittal Memorandum (BAP)
14. Transmittal of Complete Record on Appeal
15. Transmittal of Record for Preliminary Hearing

### **Motions/Applications/Objections**

**Available Events** (click to select events)

1. Abandon Property (fee)
2. Abstention Under Section 305
3. Administrative Expenses
4. Appear Pro Hac Vice (fee)
5. Appoint Chapter 11 Trustee
6. Approve Settlement
7. Assume/Reject

8. Avoid Lien
9. Bifurcate/Split (fee)
10. Certification of Direct Appeal
11. Change Division
12. Compensation
13. Consolidate Cases
14. Continue/Cancel Meeting of Creditors
15. Continue/Reschedule Hearing (ExParte)
16. Convert Case (fee)
17. Deem Mortgage Current Or Paid In Full
18. Delay Discharge
19. Deposit Funds to Registry
20. Determine Final Cure and Payment re Rule 3002.1
21. Determine Mortgage Fees and Expenses
22. Determine/Set Value of Property
23. Discharge
24. Dismiss
25. Employ Professional/Attorney
26. Exclude Conduit Payment
27. Exemption (No Protest)>
  - Select Exemption from:
    - Credit Counseling,
    - Financial Management Course
    - Means Test
28. Expunge
29. Extend
30. Hardship Discharge
31. Impose Automatic Stay
32. In forma pauperis
33. Increase Assurance Payment
34. Incur Debt
35. Jointly Administer Cases
36. Loan Modification
  - Loan Modification Management
  - Termination of Loan Modification Management
  - Trial Loan Modification
  - Final Loan Modification
  - Substitution for Loan Modification Management Creditor
  - Extension of LLM Period
37. Moratorium
38. Motion for Waiver of Credit Counseling
39. Motion to Modify Plan
40. Objection>
  - Select Objection to:
    - Claim
    - Confirmation,

- Disclosure Statement,
- Exemptions,
- Professional Fees,
- Valuation of Collateral,
- Referral to BAP,
- Other Document – see Note

**Note: Do not select Other Document if objecting to an Event. Go to Answer/Response and Select Response.**

41. Objection To Discharge - of debtor re: Bankruptcy Rule 7001 (objections to discharge under sect727(a)(8), (a)(9), sect1328(f))
42. Other – Select only if no other docketing event relief is applicable.
43. Pay Filing Fees in Installments (ExParte)
44. Pay Unclaimed Funds
45. Plan Motion(s) (Ch. 13)
46. Preliminary Injunction
47. Prohibit Use of Cash Collateral
48. Reaffirmation
49. Reconsider/Rescind/Set Aside/Vacate
50. Redact/Restrict Public Access
51. Redeem
52. Relief from Stay (fee)
53. Reopen
54. Sanctions
55. Seal
56. Sell (fee)>
  - Select Motion to Sell:
  - Use, sale, or lease of property 363(b)
  - Free and Clear of Liens 363(f)
  - Other
57. Shorten Notice (ExParte)
58. Substitute Collateral
59. Substitute Counsel
60. Termination or Absence of Stay
61. Transfer Case to Another District
62. Turnover
63. Use Cash Collateral
64. Waive 341 Meeting Appearance
65. Withdraw Reference (fee)
66. Withdraw as Attorney

## **Notices**

**Available Events** (click to select events)

1. Address Change
2. Bifurcation (fee)

3. Commencement of Case (Chapter 15)
4. Court's Intention to Communicate
5. Debtor Electronic Noticing
6. Default Pursuant to Consent Order
7. Disinterest
8. Foreign Representative's Intent to Commence Case
9. Hearing
10. Notice of Final Cure Mortgage Payment
11. Notice of Intent to Request Transcript Redaction
12. Opportunity for Hearing
13. Other Document -
14. Override of Preferred Address
15. Request for Notice/Appearance
16. Take Deposition
17. Transfer of Claim
18. Voluntary Conversion (fee)
19. Voluntary Dismissal
20. Withdraw/Substitute Counsel
21. Withdrawal of Claim
22. Withdrawal of Document
23. Withdrawal of Objection to Claim
24. Withdrawal of Transfer of Claim

### **Other**

#### **Available Events** (click to select events)

1. Affidavit
2. Amended Document
3. Balance Sheet
4. Ballot(s)
5. Brief
6. Certificate of Credit Counseling
7. Certificate of Service
8. Certificate of Service of Tax Information
9. Chapter 11 Disclosure Statement
10. Chapter 15 List
11. Corporate Ownership Statement
12. Creditor Matrix – If amended, Select This is an amendment to creditor matrix.
13. Cure of Residential Judgment
14. Debtor Electronic Noticing
15. Debtor's Rebuttal of Presumption of Abuse
16. Decision Commencing Foreign Proceeding
17. Domestic Support Obligations

18. Employee Income Records
19. Exhibit(s)
20. Exigent Circumstances re: Credit Counseling
21. Expenses Re: FVPS
22. Final Report and Account (Chapter 11)
23. Financial Management Course
24. Intent to Cure Default
25. LMM Miscellaneous>
  - Select a LLM Item:**
    - Certification of LMM Eligibility and Readiness
    - Supplemental Fee Agreement
    - Certificate of Non-Compliance
    - Permanent Loan Modification Supply
    - Final Report
26. Ombudsman Report
27. Operating Report (Chapter 11)
28. Other Document – Select only if no other docketing event is applicable.
29. Post-Confirmation Report
30. Presumption of Undue Hardship
31. Protection of Property from Damage
32. Quarterly Fee Statement (Chapter 11)
33. Reaffirmation Agreement
34. Reaffirmation Disclosure Statement
35. Release From Active Duty
36. Report of Mediator
37. Report of Substantial Consummation
38. Representation of Ability to Pay
39. Request Tax Documents
40. Request for Certificate of Discharge
41. Rescission of Reaffirmation Agreement
42. Rule 1019 Report
43. Schedules and Statements – If applicable, Select Document(s) are being Amended
44. Small Business Designation
45. Statement in Support of Reaffirmation Agreement
46. Statement of Compliance
47. Statement of Financial Affairs for Non-Individuals
48. Statement of Good Faith
49. Statement of Operations
50. Stipulation
51. Summary of Ballots
52. Summons Service (involuntary)
53. Supplement I/J
54. Tax Documents -
55. Temporary Exclusion from Means Test
56. Update EOUST Stats

**Open BK Case (Involuntary)**

**Open BK Case**

**Upload BK Case**

**Creditor Maintenance**

Enter individual creditors

Upload list of creditors file

**Claim Events**

**File Claims**

- Select a Creditor
- Add a Creditor

If Amended Claim, Remember to Enter information under Amends Claims #.

**Claim Actions**

**Available Events** (click to select events)

Notice of Mortgage Payment Change

Notice of Postpetition Mortgage Fees,  
Expenses, and Charges

Response to Notice of Final Cure Payment  
Rule 3002.1

Response to Notice of Final Cure Payment  
Rule 3002.1 (agree)

Response to Notice of Final Cure Payment  
Rule 3002.1 (disagree)

Transfer of Claim

**Filings Claims**

Select a Creditor

Add a Creditor

If Amended Claim, Remember to Enter information under Amends Claims # .

**Statement of SSN - Form 121**

Text-only entry required. (No PDF image is to be attached.)

**Upload Proposed Order**

Enter information:

Case Number

Select Relate to Document

Order Type:

Ex Parte

Amended  
Consent  
Hearing Held  
No Protest  
Entry of Default  
Default Judgment  
Other  
File to Upload – Browse and attach

Note: You can only upload files with a .pdf extension. If you use Adobe Acrobat Writer version 3 or 4 to convert orders to pdf, your orders should be prepared using the Courier, Helvetica, or Times New Roman font (regular, bold, italic, and bold italic). If you use Adobe Acrobat Writer version 5, your orders should be prepared using the Arial, Courier, or Times New Roman font (regular, bold, italic, and bold italic). Other fonts will not process correctly through the court's noticing center. Do not attached scanned proposed order.

Select Next to Submit order.

**To Check the Status of your Uploaded Order go to Reports.** If you file documents for several attorneys, the attorney login used to upload the order must be entered to see the status of the proposed order.

**Uploaded** - waiting to be reviewed by Case Administrator

**Under Review** – waiting to be reviewed by Judge

**Signed** – waiting to be entered by Case Administrator