

IN THE UNITED STATES BANKRUPTCY COURT
FOR THE WESTERN DISTRICT OF PENNSYLVANIA

In Re:

GENERAL ORDER #2010-2

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Electronic Case Filing Procedure #14
Modified To Allow Limited Filers To
Electronically File Additional Types of
Documents

ORDER

WHEREAS, the Court has promulgated Electronic Case Filing Procedure #14, CM/ECF Accounts for a Limited Purpose, so that limited filers can electronically file proofs of claim, notice requests, withdrawal of claims transfers of claims, and objections to transfer of claim on CM/ECF; and

WHEREAS, the Court has determined that limited filers should be allowed to file additional types of documents.

IT IS HEREBY ORDERED that Electronic Case Filing Procedure #14, CM/ECF Accounts for a Limited Purpose, is hereby amended as attached to allow limited filers to electronically file Reaffirmation Agreements, Notices of Mortgage Payment Change, and Notices of Post-Petition Fees, Expenses and Charges.

IT IS FURTHER ORDERED that current limited filers are permitted to file Reaffirmation Agreements, Notices of Mortgage Payment Change, and Notices of Post-Petition Fees, Expenses and Charges in compliance with ECF Procedure #14.

Dated: March 19, 2010

/s/
Hon. Thomas P. Agresti, Chief Judge

/s/
Hon. Judith K. Fitzgerald, Bankruptcy Judge

/s/
Hon. M. Bruce McCullough, Bankruptcy Judge

/s/
Hon. Jeffery A. Deller, Bankruptcy Judge

/s/
Hon. Bernard Markovitz, Bankruptcy Judge

ECF PROCEDURE #14 CM/ECF ACCOUNTS FOR A LIMITED PURPOSE

A password may be issued for the limited purpose of filing proofs of claim, notice requests, withdrawal of claims, transfers of claims, objections to transfer of claim, Reaffirmation Agreements, Notices of Mortgage Payment Change, and Notices of Post-Petition Fees, Expenses and Charges on CM/ECF (a “limited password”). However, to be eligible for a limited password the applicant must be registered as a CM/ECF participant in another district or attend CM/ECF training provided by the Clerk. Parties who are not attorneys may receive a limited password.

A party’s use of the limited password for filing proofs of claim, notice requests, withdrawal of claims, transfers of claims, objections to transfer of claim, Reaffirmation Agreements, Notices of Mortgage Payment Change, and Notices of Post-Petition Fees, Expenses and Charges (the “Limited Filing User”) on CM/ECF constitutes the Limited Filing Users signature on any document filed electronically. All documents filed by the Limited Filing User and all documents bearing the imaged signature of any signer on whose behalf the documents are filed must be maintained in accordance with ECF Procedure #7. Limited Filing Users may only file documents signed by the Limited Filing User or a member of the firm employing the Limited Filing User (the “Firm”).

The Limited Filing User and a representative of the Firm must complete a Limited Filing User Registration Form and Agreement in order to receive a limited password. The Limited Filing User must complete an evaluation with the Clerk prior to obtaining a login and password to CM/ECF. The Firm is responsible for electronic filings made by the Limited Filing User.

Except as otherwise specified in this Procedure, a Limited Filing User and his Firm must follow the Bankruptcy Code, Federal Rules of Bankruptcy Procedure, Local Rules, forms, and Procedures promulgated by the United States Bankruptcy Court for the Western District of Pennsylvania when filing electronically.

When filing a proof of claim, the Limited Filing User must add the correct mailing address to the creditor matrix if the current address is incorrect.

A transfer of a claim for which a proof of claim has been filed shall state the claim number, as shown in the Claims Register, for the transferred claim. A transfer of claim shall be filed in accordance with the Clerk’s Procedures. If a proof of claim has not been filed by the transferor, please note that on the transfer of claim.

The Limited Filing User shall file documents on behalf of a third party only with the express authorization of the entity on whose behalf the document is being filed.

When the Limited Filing User signs the document, the name of the Limited User under whose log-in and password the document is submitted must be preceded by an “/s/” and typed in the space where the signature would otherwise appear on a document. The Limited Filing User must comply with the signature requirements of ECF Procedure #8.

By using the limited login and password, the Limited Filing User is certifying that: (A) the Limited Filing User is authorized to file the document(s) on behalf of the Firm; (B) the Firm is the same entity stated on the Limited Filing User's application to use CM/ECF; (C) the Firm has the authority to file documents as an agent when filing documents on behalf of an entity other than the Firm.

The Limited Filing User and a representative of the Firm must notify the Clerk immediately when the Limited Filing User is no longer an employee of the Firm, ceases being an agent of the Firm, or no longer has authority to file documents on the Firm's behalf.

The Limited Filing User shall not receive electronic notification of documents and docket activity.

The Limited Filing User and Firm must provide two additional contacts in the event the Limited Filing User is not available to communicate with the Clerk on filing issues.

The Clerk may terminate the Limited Filing User's login and password without prior notice when the Clerk deems such action necessary.