

**UNITED STATES BANKRUPTCY COURT  
DISTRICT OF NEW JERSEY**

**Case Management/Electronic Case Files (CM/ECF)  
Registration Form for Attorneys Admitted Pro Hac Vice  
Limited Use/Claims Login and Password**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE # \_\_\_\_\_ FAX # \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

BAR ID# (IF APPLICABLE) STATE OF: \_\_\_\_\_

**1. Application for Limited Use Login and Password for the Electronic Filing of Proofs of Claim, Transfers of Claim, Assignments of Claim, and Notices of Appearance:**

I certify that pursuant to D.N.J. LBR 2090-1 and D.N.J. L. Civ. R. 101.1, I am admitted pro hac vice to the bar of this court on behalf of \_\_\_\_\_, to prepare and electronically file proofs of claim, transfers of claim, assignments of claim, notices of appearance, and with respect to a creditor of a residential mortgage claim, the notices of payment change and notices of fees, expenses and charges required by the Court's *General Order Adopting Supplemental Chapter 13 Provisions Requiring: (1) Supporting Information Concerning Proof of Claim and (2) Disclosure And Adjudication of Postpetition Mortgage Charges Pending Amendment of the Federal Rules of Bankruptcy Procedure*.

2. By submitting this Registration Form, the undersigned agrees to abide by the following terms and conditions of the District of New Jersey's Electronic Case Filing System (CM/ECF), *General Order*, and *Administrative Procedures For Filing, Signing and Verifying Documents by Electronic Means ("Administrative Procedures")*, as modified below to pertain to a "Limited Use/Claims Login and Password Participant" ("Limited Use Participant").

a. This Application applies to cases entered into the Bankruptcy Court for the District of New Jersey's Electronic Case Filing System (CM/ECF).

b. In addition to the ability to electronically file proofs of claim, transfers of claim, assignments of claim, and notices of appearance, this limited use login and password also entitles me to view electronic documents and docket sheets through my PACER account, as well as the initial notices generated by the Court through the Notice of Electronic Filing (NEF) in cases in which a Notice of Appearance has been filed.

c. Filing any document using a Limited Use Login and Password issued by the Court shall constitute the Limited Use Participant's signature for purposes of signing the document under

Fed. R. Bankr.P. 9011.

d. Only the Limited Use Participant, or an authorized representative, may receive the notice of the assigned login and password combination. Only the Court can issue or change a login. Limited Use Participants may find it desirable to change their passwords periodically. This can be done as set forth in the ECF User's Guide available at the Court's web site: [www.njb.uscourts.gov](http://www.njb.uscourts.gov). In the event that a Limited Use Participant believes that the security of an existing password has been compromised, the Participant shall give immediate notice to the Clerk of the Court in order to prevent access to CM/ECF by use of that password. Such notice may be given to the Clerk of the Court either by telephone to the telephone number(s) set forth in the ECF User's Guide for such purposes, or by electronic mail to: [cmecf\\_help\\_desk@njb.uscourts.gov](mailto:cmecf_help_desk@njb.uscourts.gov).

e. Limited Use Participants, by accepting a login and password from the Court, waive the right to receive notice by first class mail, including notices pursuant to Fed. R. Bankr.P. 2002(a), and agree to receive notice electronically. The waiver of notice by first class mail includes notice of the entry of an order or judgment under Fed. R. Bankr.P. 9022.

f. The undersigned agrees to abide by the most recent Local Rules, General Orders, and Administrative Procedures for Electronic Case Filing and all technical and procedural requirements of the Court as updated from time to time on the Court's web site.

**g. Attached is a copy of the signed Order admitting me to appear pro hac vice in the following Bankruptcy/Adversary Proceeding \_\_\_\_\_.**

Please return to:

U.S. Bankruptcy Court  
District of New Jersey  
Attn: Leanne Michalek  
Martin Luther King, Jr. Federal Building  
50 Walnut Street  
Newark, N.J. 07102  
(973) 645-2630

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Signature of Pro Hac Vice Limited Use Login and Password Applicant

Attachments: Order RE: Pro Hac Vice Admission