

UNITED STATES BANKRUPTCY COURT
DISTRICT OF NEW JERSEY



**NOTICE TO BAR REGARDING SUBMISSION OF EXHIBITS IN REDACTED
FORM OR ON CD-ROM**

Pursuant to a *General Order of the United States Bankruptcy Court for the District of New Jersey*, entered on March 27, 2002, the Court implemented Case Management/Electronic Case Filing ("CM/ECF") on April 1, 2002 (the "implementation date").

In order to accommodate CM/ECF, the Court further entered an *Order Establishing Procedures for Submission of Documents Containing Exhibits* on April 30, 2002 requiring that all documents containing exhibits, with the exception of fee applications, submitted subsequent to the implementation date, *whether submitted electronically or conventionally* must conform with the 20 page limitation and full chambers copy requirements of *paragraph II.G* of the Court's *Administrative Procedures for the Filing, Signing and Verifying of Documents by Electronic Means* ("*Administrative Procedures*") and accompanying *Commentary Supplementing Administrative Procedures* ("*Commentary*").

The purpose of this Notice is to supplement the above referenced *Orders, Administrative Procedures* and *Commentary* with respect to the submission of documents containing exhibits exceeding 20 pages. Please be advised that effective immediately, it is required that one of the following two options be exercised whether documents are being filed by conventional or electronic means:

- (1) Submit to the Clerk's Office, in hard copy, the most relevant twenty pages of each exhibit per *paragraph II. G* of the *Administrative Procedures*; or
- (2) If it is determined that more than 20 pages, or the entire document being submitted as an exhibit is germane to the matter being considered by the Court, scan the exhibit and submit it to the Court in PDF format on a CD-ROM for entry into ECFS.

All documents which have been excerpted, must be made available in full as a chambers' copy provided to the Court.

The *Administrative Procedures*, the April 30, 2002 *Order Establishing Procedure for Submission of Documents Containing Exhibits* and the Court's *Commentary* may be consulted for further guidance, and are available on the Court's web site: www.njb.uscourts.gov.

James J. Waldron, Clerk

Dated: September 16, 2002