

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

James J. Waldron, Clerk



INFORMATION FOR E-FILERS RE: CM/ECF VERSION II

February 14, 2003

Over the holiday weekend, the Court will be updating the electronic filing system to CM/ECF, Version II. CM/ECF will not be available until Tuesday, February 18, 2003 @ 8:30 a.m.

The CM/ECF Event Instructions have been modified and are posted on our website. Although most of the modifications are minor, the Court advises that you become familiar with the changes and discard any copies of old instructions.

Some noteworthy updates include:

- ★ Daily Summary Notice of Electronic Filing will now include the full docket text.
- ★ Version II docket entries will include a description of the related document, not just the related document number. Docket entries will also carry over to the hearing calendars and Notices of Electronic Filing.
- ★ The linking process has been improved by reducing pick lists to categories or documents which are specific to the document being filed. For some events, this eliminates up to three screens and reduces the likelihood that a document will be incorrectly linked. For example, when filing an Objection to a Motion, the e-filer will be presented only

with the Motions in the case.

Please also note the following procedures:

1. All signatures, including those of third parties, must display the /s/, followed by the typed name of the signing party.
2. With the exception of third party signatures, the e-filer must be the same person who signed the document.
3. All documents should be dated.
4. The Joint Proposed Scheduling Order and Pretrial Instructions will not be sent to you by the Court, please check the Court's website and obtain these documents.
5. When submitting Missing Documents or adding a creditor via an Amendment, you must add your creditors to the system.
6. There is no page limitation on e-filed documents.

If you have any questions or problems, please feel free to contact me at (973) 645-3930 ext. 2249 or [Leanne Michalek@njb.uscourts.gov](mailto:Leanne_Michalek@njb.uscourts.gov). Thank you.