

**RECISION OF REAFFIRMATION AGREEMENT**

- STEP 1** Select **Bankruptcy** from main menu
- STEP 2** Select **Misc Events** category
- STEP 3** Enter case number; click [NEXT]
- STEP 4** Select **Recision of Reaffirmation Agreement** from drop down menu; click [NEXT]
- STEP 5** If this is a joint filing, place a check in the box and click [NEXT]. If this is not a joint filing, click [NEXT] to skip this screen.
- STEP 6** **Select the Party** or click **Add/Create New Party**; click [NEXT]
- ☛ *TIP - If this is the first time you are appearing on behalf of this party you will be asked to place a check in the box to create an association. Failure to place a check in the box results in the e:filer NOT receiving Notices of Electronic Filing in this case.*
- STEP 7** Upload the PDF document and any attachments (ie: Certificate of Service, Proposed Order); click [NEXT]
- ☛ *TIP - Be sure to upload the correct .pdf. After Browsing your files, right click on your file name and select open from the pop up menu. If you upload the wrong .pdf and notice the error while you are still on this screen, highlight the file name and click REMOVE from the list.*
- STEP 8** Place a check in the box *Refer to existing event(s)?*; click [NEXT]
- STEP 9** Select the category to which your event relates; click [NEXT]
- STEP 10** Select the appropriate event to which this event relates; click [NEXT]
- STEP 11** Confirm case information; click [NEXT]

**STEP 12** Docket text displays. Review for accuracy. If modification is necessary, abort the transaction and begin again. Modifications cannot be made on this screen.

SAMPLE DOCKET TEXT

*Recision of Reaffirmation Agreement (related document #) filed by Test Attorney on behalf of Test Client.*

**STEP 13** *Notice of Electronic Filing* displays.