

D.N.J. LBR 3001-1. Request for Payment of Administrative Expense

(a) Required form. An entity seeking payment of an administrative expense must file Local Form *Request for Payment of Administrative Expense* on the Claims Register.

(b) Hearing. The court does not schedule a hearing on a request for payment of an administrative expense unless an objection is filed. To the extent that payment has not been made and immediate payment is sought, the entity must file a motion.

(c) Objection. An objection to a Request for Payment of Administrative Expense must be brought by motion or adversary proceeding.

2025 Comment

This Rule is amended to clarify that Local Form *Request for Payment of Administrative Expense* should be filed on the Claims Register.

This Rule is also amended to clarify that an objection to a Request for Payment of Administrative Expense requires a motion or complaint; a letter to the court or other document, such as an “objection,” is insufficient.

2015 Comment

This Rule was formerly Local Bankruptcy Rule 3003-2.

The filing of Local Form *Request for Payment of Administrative Expense*, without a motion under subdivision (b), will result in payment in the ordinary course.

Local Bankruptcy Rule [2016-1](#) addresses an application for compensation and reimbursement of expenses filed by a professional person.