

Rule 5005-4

Electronic Filing

(a) Acceptance of Electronically Filed Pleadings. The Court will accept for filing documents submitted, signed, or verified by electronic means that are consistent with technical standards that the Judicial Conference of the United States may establish and that comply with the “Administrative General Order Establishing Procedures for Filing, Signing, Maintaining, and Verifying Pleadings and Other Documents in the Electronic Case Filing System (ECF)” established by the Bankruptcy Court for its Case Management/Electronic Case Filing System, which is referred to as the “CM/ECF System.”

(b) Waiver of Notice and Service. Registration with the Court as a filing user of the CM/ECF system will constitute: (1) waiver of the right to receive notice by first class or certified mail and consent to receive notice electronically; and (2) waiver of the right to service by personal service, first class or certified mail and consent to electronic service, except with regard to service of a summons and complaint under Fed. R. Bankr. P. 7004. Waiver of service and notice by first class or certified mail applies to notice of the entry of an order or judgment under Fed. R. Bankr. P. 9022.

(c) Service of Documents by Electronic Means. Each Filing User of the CM/ECF system who electronically files a pleading or other document in a specific case will automatically receive a “Notice of Electronic Filing” generated by the System for that case. Electronic transmission by the Court of the “Notice of Electronic Filing” generated by the CM/ECF System will constitute service or notice of the filed document for those parties. Parties not deemed to have consented to electronic notice or service are entitled to receive a paper copy of any electronically filed pleading or other document, and service or notice by the Filing User must be made in accordance with the Federal Rules of Bankruptcy Procedure and these LBRs.

(d) Official Court Record. The Case Management/Electronic Case Filing System (CM/ECF) shall constitute the official Court record in electronic form. The electronic filing of a pleading or other paper in accordance with the CM/ECF System procedures, or the conventional filing of a document which is subsequently imaged by the Court and placed into the System, shall constitute entry of that pleading or other papers on the docket kept by the Clerk pursuant to Fed. R. Bankr. P. 5003. The Court will not maintain paper with the following exceptions:

(1) Documents filed under seal.

(2) *Pro se* debtors’ petitions, lists, schedules, statements, amendments, pleadings, affidavits, and other documents which contain the signature of a *pro se* debtor.

(e) Clerk’s Authority. The Clerk may accept for filing documents submitted, signed, verified, or served by electronic means that are consistent with the technical standards, if any, that the Judicial Conference of the United States establishes, and that comply with the administrative procedures established by the Bankruptcy Court. The electronic filing

procedures may be updated by this court as needed. The Clerk is authorized to alter these procedures from time to time as circumstances require.