

Rule 9037-1 *Redaction of Personal Identifiers in Filings Made with the Court.*

- (a) *Personal Identifiers.* As used in this rule, the term “Personal Identifiers” includes:
- (1) A social security number, taxpayer-identification number, or financial-account number showing more than the last four (4) digits;
 - (2) An individual’s birth date showing more than the year; and
 - (3) The name of an individual, other than the debtor, known to be and identified as a minor.
- (b) *Redacted Documents.* Any attorney, party, or other person filing documents with the court shall ensure that Personal Identifiers are redacted in accordance with F.R.B.P. 9037.
- (c) *Responsibility for Redaction.* The clerk is not responsible for reviewing documents filed to ensure compliance with F.R.B.P. 9037. Unless the court orders otherwise, the clerk is not required to redact any pleadings or documents filed in violation of F.R.B.P. 9037.
- (d) *Request to Redact.* Any party in interest or person whose Personal Identifiers are contained in a document filed with the court may file a request to redact. A redaction request may be made using the court’s Application Requesting Redaction of Personal Information form (L.B.F. 9037-1). The request must include the applicable redaction fee, unless the court has granted a waiver of the fee. A person making a redaction request must serve the request on the debtor, any individual whose Personal Identifiers have been exposed, the case trustee (if any), and the United States trustee. A certificate of service conforming to L.B.R. 9013-2 demonstrating service on the above-referenced parties must be filed within five (5) days of filing the request. If the request is approved, the clerk will promptly restrict the original documents from public view and make a notation on the docket that the original has been restricted from public view. Unless the court orders otherwise, the requesting party must then file the redacted document within ten (10) days of the court’s approval.