

U.S. Bankruptcy Court for the Middle District of PA
Guide to Docket Events and Noticing Procedures

Serve Motion and Notice unless otherwise stated.

Type of Pleading	Bankr. Code	Rules	Forms	Type of Notice	Served By	Recipients	Sched.
20 Largest Unsecured Creditors	NONE	FRBP 1007(d) ; LBR NONE	LBF NONE; Official Form 104 and 204	NONE	N/A	N/A	N/A
2004 Examination	NONE	FRBP 2004 ; LRR 2004-1	NONE	NONE	N/A	N/A	N/A
341 Meeting of Creditors Reschedule per Local Rule 2002-1(d)(3) -- Chapter 7	11 USC 341	FRBP 2002 , 2003 , and 5008 ; LBR 2002-1(d)(3)	NONE	341 Reschedule Notice	Docket Event will determine who serves	Matrix	N/A
341 Meeting of Creditors Reschedule per Local Rule 2002-1(d)(3) -- Chapter 11	11 USC 341	FRBP 2002 , 2003 , 4004 , and 4007(c) ; LBR 2002-1(d)(3)	NONE	341 Reschedule Notice	Docket Event will determine who serves	Matrix	N/A
341 Meeting of Creditors Reschedule per Local Rule 2002-1(d)(3) -- Chapter 13	11 USC 341	FRBP 2002 and 2003 ; LBR 2002-1(d)(3)	NONE	341 Reschedule Notice	Docket Event will determine who serves	Matrix	N/A

Legend for Recipients: D-Debtor, DA-Debtor's Attorney, T-Trustee, UST-US Trustee, L20-Largest 20 Creditors, COMM-Creditor's Committee (if one is appointed), P-Parties in Interest, M-Entire Mailing Matrix

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Abandonment of Property	11 USC 554(a) and (b)	FRBP 6007 ; LBR 6007-1	NONE	Passive – 14 Day	Movant	Matrix	N/A
Adequate Protection, Cash Collateral Use, Value Collateral	11 USC 361 and 363(c)	FRBP 4001(b) and (d) ; LBR 4001-2 , 4001-6	NONE	Hearing Required – 14 Day	Movant	D, DA, T, and/or UST, L20, COMM, P	Self Sched.
Adversary – Answer, Cross-Claims/Counter Claims, Third-Party Claims	NONE	FRBP 7004 ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Adversary – New or Amended Complaint	28 USC 157(b) and 1334	FRBP 7001 , 7003 , 7008 , 7010 , 7012 , and 7015 ; Fed. R. Civ. P. 3 , 8 , 10(b) , 12 , and 15 ; LBR 7002-1 and 7003-1 ; USDC LR 7.1 through 7.8	LBF NONE; Official Form 1040	NONE	N/A	N/A	N/A

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Amendments to the Petition/Matrix/Schedules	11 USC 521	FRBP 1009 ; LBR 1009-1 and 2002-1(d)(2)	NONE	NONE	N/A	N/A	N/A
Appeals	28 USC 157 and 158(a)(1) or (a)(2)	FRBP 8001 , 8002 , 8003 , 8004 , 8005 , 8006 , and 8007 ; LBR 8006-1 and 8007-1	LBF NONE; Official Form 417A	NONE	N/A	N/A	N/A
Appear Pro Hac Vice	NONE	FRBP NONE; LBR 2090-1(b)	NONE	NONE	N/A	N/A	N/A
Application to Waive Fee (Chapter 7 Filing Fee (Form 103B))	28 USC 1930(f)	FRBP 1006(c) ; LBR NONE	LBF NONE; Official Form 103B	NONE	N/A	N/A	N/A
Appointment of Ombudsman	11 USC 332 and 333	FRBP 2007.2 ; LBR NONE	NONE	No notice unless directed by Chambers.	Clerk	Direction of Chambers	N/A

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Appointment of Trustee by US Trustee – Ch. 7, 12 and 13 Cases	11 USC 341 and 348	FRBP 1019 , 2002 , and 2003 ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Appointment of Trustee or Examiner	11 USC 1104	FRBP 2007.1 ; LBR NONE	NONE	Passive – 21 day	Movant	D, DA, T and/or UST, L20, COMM, P	N/A
Appointment of Unsecured Creditors Committee – Chapter 11	11 USC 1102	FRBP 2007 ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Approve Compromise or Settlement/Stipulation	NONE	FRBP 2002(a)(3) ; LBR 9019-1	LBF 9019-1 ; Official Form NONE	Passive – 21 Day	Movant	Matrix	N/A
Audits and Auditor’s Reports	28 USC 586(f)(1)	NONE	NONE	NONE	N/A	N/A	N/A
Automatic Stay (Confirm or Termination or Absence of Stay)	11 USC 362(c)(4)(A) and 362(j)	FRBP 4001 ; LBR NONE	NONE	Semi-Passive – 14 Day	Clerk	Matrix	Court

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Automatic Stay (Extend, Impose or Reimpose)	11 USC 362(c)(3) and 362(c)(4)	FRBP NONE; LBR 4001-5	NONE	Semi-Passive – (hearing within 30 days and objection date 2 days prior to hearing)	Clerk	Matrix or Affected Creditors	N/A
Automatic Stay (Relief From – Fee Due)	11 USC 362	FRBP 4001(a) ; LBR 4001-1	LBF 4001-1 ; Official Form NONE	Filed with concurrence or as stipulation must be accompanied by LBF 4001-1 - no noticing required. Filed without concurrence – Semi-Passive – 14 Day and hearing must be held within 30 days (Self scheduled may waive 30 day requirement)	Movant	D, DA, T, UST, L20, COMM, P	Self Sched.
Barred Debtor(s)	NONE	NONE	NONE	NONE	N/A	N/A	N/A
Bill of Costs	NONE	FRBP 7054(b) ; LBR NONE	LBF NONE; Official Form 2630	NONE	N/A	N/A	N/A

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Type of Pleading	Bankr. Code	Rules	Forms	Type of Notice	Served By	Recipients	Sched.
Calculation of Your Disposable Income (Ch. 13)	11 USC 342(d) and 521	FRBP 5008 ; LBR NONE	LBF NONE; Official Form 122C-1 and 122C-2	NONE	N/A	N/A	N/A
Certificate of Credit Counseling	11 USC 109(h)	FRBP 1007(b)(3) ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Certificate of Financial Management	11 USC 727(a)(11)	FRBP 1007(b)(7) and (c) , 4004(c)1(H) , and 5009(b) ; LBR 4004-1	LBF NONE; Official Form 423	NONE	N/A	N/A	N/A
Certificate of Service	NONE	FRBP 9013 ; LBR 9013-2	NONE	NONE	N/A	N/A	N/A
Certification of Debtor Regarding Domestic Support Obligations – Chapter 12	11 USC 1228	FRBP NONE; LBR 3015-6	LBF 3015-6 ; Official Form NONE	NONE	N/A	N/A	N/A

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Certification of Debtor Regarding Domestic Support Obligations – Chapter 13	11 USC 1325(a)(8) and 1328	FRBP NONE; LBR 3015-5	LBF NONE; Official Form 2830	NONE	N/A	N/A	N/A
Certification of Execution of Rights and Responsibilities	NONE	FRBP 2016-2(b) ; LBR 2016-2	LBF 2016-2(a) and (c) ; Official Form NONE	NONE	N/A	N/A	N/A
Change of Address	NONE	NONE	NONE	NONE	N/A	N/A	N/A
Claims	11 USC 501	FRBP 3001 , 3002 , 3003 , 3004 , and 3005 ; LBR 3001-1 , 3002-1 , 3002.1-1 , 3003-1 , 3004-1 , and 3005-1	LBF NONE; Official Form 410	NONE	N/A	N/A	N/A

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Compel --- Accounting, Answers to Interrogatories, Attendance at Deposition, Entry Upon Land, Filing Post-Petition Tax Returns, Transmittal of Pre-Petition Tax Returns, Response to Request for Production of Documents	Various	FRBP 7037 ; LBR NONE	NONE	Semi-Passive – 14 Day	Movant	D, DA, T, UST, L20, COMM, P	Self Sched.
Compensation and Expenses or Payment of Administrative Expenses/Claims (ALL Chapters)	11 USC 330 and 331	FRBP 2002(a)(6) and 2016 ; LBR 2016-1	LBF 2016-1 ; Official Form NONE	Passive – 21 Day (only if over \$1,000 or for Administrative Expense)	Movant	Matrix	N/A
Compensation and Expenses or Payment of Administrative Expenses/Claims (Ch 13 Attorney for Debtor)	11 USC 330 and 331	FRBP 2002(a)(6) and 2016 ; LBR 2016-1 , 2016-2 , and 9013-2	LBF 2016-2(b) and 2016-2(c) ; Official Form NONE	Passive – 21 Day (only if over \$1,000 or for Administrative Expense)	Movant	Matrix	N/A
Conduct 341 Meeting of Creditors by Interrogatories	NONE	NONE	NONE	Passive – 14 Day	Movant	Matrix	N/A

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Conduct 341 Meeting of Creditors by Telephone	NONE	NONE	NONE	Passive – 14 Day	Movant; if Pro Se Debtor Clerk will server Notice	Matrix	N/A
Contempt	NONE	FRBP 9014 and 9020 ; LBR 9073-1(b)(2)(c)	NONE	Hearing Required – 21 day	Clerk	D, DA, T, UST, L20, COMM, P	Court
Convert – Chapter 11 to Chapter 7 -- DEBTOR	11 USC 1112(a)	FRBP 1017 , 1019(2) , 1019(5) , and 2002(a)(4) ; LBR NONE	NONE	Semi-Passive – 21 day	Movant	Matrix	Self Sched.
Convert – Chapter 11 to Chapter 7 -- PARTY	11 USC 1112(b)	FRBP 1017 , 1019(2) , 1019(5) , and 2002(a)(4) ; LBR NONE	NONE	Hearing Required (within 30 days) – 21 day	Movant	Matrix	Self Sched.
Convert – Chapter 11 to Chapter 12 or 13	11 USC 1112(d)	FRBP 1017 ; LBR NONE	NONE	Hearing Required (within 30 days) – 14 day	Movant	Matrix	Self Sched.

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Convert – Chapter 12 to Chapter 7 -- DEBTOR	11 USC 1208(a) and (d)	FRBP 1017 , 1019(2) , and 1019(5) ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Convert – Chapter 12 to Chapter 7 -- PARTY	11 USC 1208(a) and (d)	FRBP 1017 , 1019(2) and 1019(5) ; LBR NONE	NONE	Hearing Required – 14 day	Clerk	Matrix	Court
Convert – Chapter 13 to Chapter 7 -- DEBTOR	11 USC 1307(a)	FRBP 1017 , 1019(2) and 1019(5) ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Convert – Chapter 13 to Chapter 7, 11 or 12 (Party in Interest) -- PARTY	11 USC 1307(c) and (d)	FRBP 1017 , 1019(2) and 1019(5) ; LBR NONE	NONE	Hearing Required – 14 day	Clerk	Matrix	Court
Convert – Chapter 7 to Chapter 11	11 USC 706 (a) and (b)	FRBP 1017 ; LBR NONE	NONE	Semi-Passive – 14 day	Clerk	Matrix	Court

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Convert – Chapter 7 to Chapter 13	11 USC 706 (a)	FRBP 1017 ; LBR NONE	NONE	Semi-Passive – 14 day	Clerk	Matrix	Court
Deconsolidation	NONE	FRBP NONE; LBR 1015-1(c)(1) and (2)	NONE	Hearing Required – 21 day	Movant	D, DA, T, UST, L20, COMM, P	Self Sched.
Default Judgment in Proceedings	NONE	FRBP 7055 ; FRCP 55 ; LBR 7055-1	NONE	NONE	N/A	N/A	N/A
Defer/Extend/Suspend or Allow Arrearages of Plan Payments	NONE	NONE	NONE	Passive – 21 day	Movant	If the time period requested is <u>exactly three (3) months or less</u> , serve T and Secured Creditors receiving conduit and/or adequate protection payments under the plan. If the time period is <u>greater than three (3) months</u> , serve Matrix .	N/A

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Determination of Secured Status/Valuation of Security	11 USC 506(a) and 1325(a)(5)	FRBP 3012 ; LBR NONE	NONE	Passive – 21 day	Movant	D, DA, T, UST, L20, COMM, P	N/A
Discharge -- Defer/Delay Entry of a Discharge or Closing of Case	NONE	FRBP 2002(f)(11) and 4004(c)(2) ; LBR 4004-1	NONE	NONE	N/A	N/A	N/A
Discharge -- Early	11 USC 1228 and 1328(a)	FRBP 4004(a) and (c) ; LBR 3015-5	LBF NONE; Official Form 3180F and 3180W	NONE	N/A	N/A	N/A
Discharge -- Entry of Order – Chapter 11	11 USC 1141	FRBP 4004 and 9013 ; LBR NONE	NONE	Passive – 14 day	Movant	D, DA, T, UST, L20, COMM, P	N/A
Discharge -- Hardship	11 USC 1228(b) and 1328(b)	FRBP 4004 and 4007(d) ; LBR 3015-5	LBF NONE; Official Form 3180FH and 3180WH	NONE	N/A	N/A	N/A

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Disclosure Statement and Plan of Reorganization – Chapter 11 -- Non-Small Business	11 USC 1101 , 1121 , 1125 , 1127 , 1128 , and 1129	FRBP 2002(a)(6) , 3016 , 3017 , 3017.1 , 3019 , and 3020 ; LBR 3016-1 , 3017-1 , 3019-1 , and 3020-1	LBF 3017-1 and 3019-1 ; Official Form NONE	See Filing Instructions	Movant	See Filing Instructions	N/A
Disclosure Statement and Plan of Reorganization – Chapter 11 -- Small Business	11 USC 1101 , 1121 , 1125 , 1127 , 1128 , and 1129	FRBP 2002(a)(6) , 3016 , 3017 , 3017.1 , 3018 , and 3019 ; LBR 3016-1 , 3017-1 , and 3019-1	LBF 3017-1 and 3019-1 ; Official Form NONE	See Filing Instructions	Movant	See Filing Instructions	N/A
Disclosure Statement (Amended) and/or Amended Plan of Reorganization – Chapter 11 -- Non-Small Business	11 USC 1101 , 1121 , 1125 , 1127 , 1128 , and 1129	FRBP 2002(a)(6) , 3016 , 3017 , 3017.1 , 3019 , and 3020 ; LBR 3016-1 , 3017-1 , 3019-1 , and 3020-1	LBF 3017-1 and 3019-1 ; Official Form NONE	See Filing Instructions	Movant	See Filing Instructions	N/A

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Disclosure Statement (Amended) and/or Amended Plan of Reorganization – Chapter 11 -- Small Business	11 USC 1101 , 1121 , 1125 , 1127 , 1128 , and 1129	FRBP 2002(a)(6) , 3016 , 3017 , 3017.1 , 3018 , and 3019 ; LBR 3016-1 , 3017-1 , and 3019-1	LBF 3017-1 and 3019-1 ; Official Form NONE	See Filing Instructions	Movant	See Filing Instructions	N/A
Dismiss Adversary Proceeding or Party/Sua Sponte Order	NONE	FRBP 7041 ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Dismiss – Chapter 11 – by Debtor, UST, Creditor or Party in Interest	11 USC 1112(b)	FRBP 1017 , 1019(2) , 1019(5) , and 2002(a)(4) ; LBR NONE	NONE	Hearing Required (within 30 days) – 21 day	Movant	Matrix	Self Sched.
Dismiss – Chapter 11 – by UST for Failure to File Documents Required Under 11 U.S.C. §521	11 USC 521 and 1112(e)	FRBP 1017 and 2002(a)(4) ; LBR NONE	NONE	Semi-Passive – 14 day if Without Prejudice ; Hearing Required – 14 day if With Prejudice	UST	D, DA, T, UST, P	Self Sched.

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Dismiss – Chapter 12 – by Debtor, Trustee, UST, Creditor or Party in Interest	11 USC 1208	FRBP 1017 ; LBR NONE	NONE	See Filing Instructions	Movant	Matrix	Self Sched.
Dismiss – Chapter 13 – by Debtor, Trustee, UST, Creditor or Party in Interest	11 USC 1307(b)(c)	FRBP 1017 ; LBR NONE	NONE	See Filing Instructions	Movant	Matrix	Self Sched.
Dismiss – Chapter 13 – Failure to Timely File List of Creditors	11 USC 1307(c)	FRBP 1017(c) ; LBR NONE	NONE	Passive – 14 day	Clerk	D, DA, T, UST, P	N/A
Dismiss – Chapter 13 – Failure to File Schedules, Statement of Financial Affairs, Plan, or Plan Lacks Feasibility	11 USC 521 and 1307(c)	FRBP 1017(c) ; LBR NONE	NONE	Semi-Passive – 14 day if Without Prejudice ; Hearing Required – 14 day if With Prejudice	Movant	D, DA, T, UST, P	Self Sched.
Dismiss – Chapter 13 – Material Default, Failure to Provide Copy of Tax Returns, Failure to make Plan Payments, or Plan is Unconfirmable	11 USC 521 and 1307(c)	FRBP 1017(c) ; LBR NONE	NONE	Hearing Required – (Objection date does not get set)	Movant	D, DA, T, UST, P	Self Sched.

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Dismiss – Chapter 7 – Abuse, Section 707(b)	11 USC 707(b)	FRBP 1017(e) , 1019(2) , 7004 , and 9014 ; LBR NONE	NONE	See Filing Instructions	Movant	D, DA, T, UST, P	Self Sched.
Dismiss – Chapter 7 – by Debtor, Trustee, Creditor or Party in Interest	11 USC 521 and 707(a)	FRBP 1017 ; LBR NONE	NONE	Hearing Required – 21 day	Movant	Matrix	Self Sched.
Dismiss – Chapter 7 – Failure to Provide Copy of Tax Returns	11 USC 521(e)(2)(A)(i) and 707(a)(3)	FRBP 1017(c) ; LBR NONE	NONE	Hearing Required – 14 day	Clerk	D, DA, T, UST, P	N/A
Dismiss – Chapter 7 – Failure to Provide Trustee with Requested Documents	11 USC 521(a)(3) and 707(a)(3)	FRBP 1017(c) ; LBR NONE	NONE	Semi-Passive – 14 day if Without Prejudice ; Hearing Required – 14 day if With Prejudice	Clerk	D, DA, T, UST, P	N/A
Dismiss – Chapter 7 – Failure to Timely File List of Creditors	11 USC 707(a)(3)	FRBP 1017(c) ; LBR NONE	NONE	Passive – 14 day	Clerk	D, DA, T, UST, P	N/A

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Dismiss – Chapter 7 – Failure to Timely File Schedules, and Statement of Financial Affairs	11 USC 521 and 707(a)(3)	FRBP 1017(c) ; LBR NONE	NONE	Semi-Passive – 14 day if Without Prejudice ; Hearing Required – 14 day if With Prejudice	Movant	D, DA, T, UST, P	Self Sched.
Dismiss – Failure to Comply with Credit Counseling	11 USC 109(h) and 521(b)	NONE	NONE	Passive – 21 day if Without Prejudice ; Hearing Required – 21 day if With Prejudice	Movant (if Without Prejudice) or Clerk (if With Prejudice)	P	N/A
Dismiss – Failure to File Payment Advices Section 521(i)(2)	11 USC 521(i)(2)	NONE	NONE	Chambers will be notified at the time of filing.	N/A	N/A	N/A
Emergency Motions / Expedited Hearings	NONE	FRBP NONE; LBR 9075-1	NONE	Movant should contact chambers prior to filing and all interested parties must be notified of the request by facsimile, e-mail or other electronic means prior to the filing of the request.	Movant	D, DA, T, UST, L20, COMM, P	N/A

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Employ	11 USC 327	FRBP 2014 ; LBR 2014-1	NONE	Passive – 14 day (only if filed nunc pro tunc)	Movant	D, DA, T, UST, L20, COMM, P	N/A
Employee Income Records	11 USC 521(a)(1)	FRBP 1007 ; LBR 1007-1(c)	LBF 1007-1(c) ; Official Form NONE	NONE	N/A	N/A	N/A
Entry of Appearance and/or Withdrawal of Appearance	NONE	FRBP 2002 ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Executory Contracts or Unexpired Leases, Assume/Reject	11 USC 365	FRBP 6006 ; LBR 6006-1	NONE	Semi-Passive – 21 day	Movant	D, DA, T and/or UST, L20, COMM, P	Self Sched.
Exemption from Credit Counseling, Financial Management or Means Test	11 USC 109(h)(4)	FRBP 1007(b)(3) ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Exhibits	NONE	FRBP NONE; LBR 9070-1 and 9070-2	NONE	NONE	N/A	N/A	N/A

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Expedited Hearings / Emergency Motions	NONE	FRBP NONE; LBR 9075-1	NONE	Movant should contact chambers prior to filing and all interested parties must be notified of the request by facsimile, e-mail or other electronic means prior to the filing of the request.	Movant	D, DA, T, UST, L20, COMM, P	N/A
Extend Exclusivity -- Chapter 11	11 USC 1121(d)	NONE	NONE	Passive – 21 day	Movant	D, DA, T, UST, L20, COMM, P	N/A
Extend or Fix Time to Assume/Reject Executory Contracts or Unexpired Leases	11 USC 365(d)	FRBP 9006(b)(1) ; LBR NONE	NONE	Passive – 14 day (should be filed within 60 days after petition filing)	Movant	D, DA, T, UST, L20, COMM, P	N/A
Extend Time – General	NONE	FRBP 9006(b) and (c) ; LBR NONE	NONE	Passive – 14 day (If motion contains certification/concurrence of respondent, no noticing is required.)	Movant	D, DA, T, UST, L20, COMM, P	N/A
Extend Time of Claims Bar Date (File a Late Claim)	11 USC 501	FRBP 3002(c) , 3003(c)(3) , and 9006(b)(1) ; LBR NONE	NONE	Hearing Required – 14 day	Movant	D, DA, T and/or UST, L20, COMM, P	Self Sched.

Legend for Recipients: D-Debtor, DA-Debtor’s Attorney, T-Trustee, UST-US Trustee, L20-Largest 20 Creditors, COMM-Creditor’s Committee (if one is appointed), P-Parties in Interest, M-Entire Mailing Matrix

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Type of Pleading	Bankr. Code	Rules	Forms	Type of Notice	Served By	Recipients	Sched.
Extend Time to File Schedules, Statements and Other Required Documents	11 USC 521 and 1116(3)	FRBP 1007(b) and 9006(b) ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Extend Time to Object to Discharge	11 USC 523(c)	FRBP 9006(b) ; LBR NONE	NONE	<u>Passive</u> – 21 day (No noticing required if debtor or counsel for debtor consents.)	Movant	D, DA, T and/or UST, P	N/A
Extend Time to Pay Filing Fees in Installments	NONE	FRBP 1006(b)(2) ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Filing Fee in Installments, Application to Pay	NONE	FRBP 1006 ; LBR 1006-1	LBF NONE; Official Form 103A	NONE	N/A	N/A	N/A
Final Decree – Chapter 11	11 USC 350	FRBP 3022 and 9013 ; LBR 3022-1	LBF NONE; Official Form 2710	NONE	N/A	N/A	N/A
Incur Debt/Obtain Credit	11 USC 364	FRBP 4001(c) ; LBR 4001-3	NONE	<u>Semi-Passive</u> – 14 day	Movant	Matrix	Self Sched.

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Injunctions/Temporary Restraining Orders	29 USC 109	FRBP 65 ; LBR 9075-1	NONE	NONE	N/A	N/A	N/A
Joint Administration	11 USC 302(b)	FRBP 1015(b) ; LBR 1015-1(a)	NONE	Passive – 21 day	Movant	D, DA, T and/or UST, L20, COMM, P, ALL SECURED CREDITORS	N/A
Leave to Appeal	28 USC 157 and 158(a)(3)	FRBP 8001 , 8002 , 8003 , 8004 , 8005 , 8006 , and 8007 ; LBR 8006-1 and 8007-1	NONE	NONE	N/A	N/A	N/A
Lien Avoidance	11 USC 522(f)	FRBP 4003(d) , 5003(c) , and 7001(2) ; LBR NONE	NONE	Passive – 21 day	Movant	D, DA, T, UST, L20, COMM, P	N/A
List of Creditors -- Matrix Processing	11 USC 521(a)(1)(A)	FRBP 1007(a) ; LBR 1007-2	NONE	NONE	N/A	N/A	N/A

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Means Test Calculation - (Chapter 7)	11 USC 342(d) and 521	FRBP 5008 ; LBR NONE	LBF NONE; Official Form 122A-1 , 122A-1Supp and 122A-2	NONE	N/A	N/A	N/A
Mediation	NONE	FRBP 9019 ; LBR 9019-2	LBF 9019-2 ; Official Form NONE	NONE	N/A	N/A	N/A
Modify Plan - Chapter 11 Post Confirmation	11 USC 1127 and 1129	FRBP 3019 ; LBR 3019-1	LBF 3019-1 ; Official Form NONE	Chambers will determine	Movant	D, DA, T and/or UST, L20, COMM, P	N/A
Modify Plan - Chapter 12 Post Confirmation	11 USC 1229	FRBP 3015(g) ; LBR 3015-2(e) , (g) and (i)	LBF 3015-2(c) and 3015-2(d) ; Official Form NONE	Passive – 21 day	Movant Serves Notice and copy of Plan. If Pro Se , Debtor will serve Plan and Clerk will serve Notice.	Matrix if not filed with LBF 3015-2(c) or LBF 3015-2(d) . Affected Creditors if filed with LBF 3015-2(c) . No notice required if filed with LBF 3015-2(d) .	N/A

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Type of Pleading	Bankr. Code	Rules	Forms	Type of Notice	Served By	Recipients	Sched.
Modify Plan – Chapter 13 Post Confirmation	11 USC 1329	FRBP 3015(g) ; LBR 3015-2(e) , (f) and (h)	LBF 3015-2(a) and 3015-2(b) ; Official Form NONE	Passive – 21 day	Movant Serves Notice and copy of Plan. If Pro Se , Debtor will serve Plan and Clerk will serve Notice.	Matrix if not filed with LBF 3015-2(a) or LBF 3015-2(b) . Affected Creditors if filed with LBF 3015-2(a) . No notice required if filed with LBF 3015-2(b) .	N/A
Mortgage Modification Mediation Program	NONE	FRBP NONE; LBR 9019-3	LBF 9019-3(a) , 9019-3(b) , and 9019-3(c) ; Official Form NONE	Local Form 9019-3(a) – Passive – 21 day	Debtor	P	N/A
Mortgage Modifications (Motion or Stipulation)	NONE	NONE	NONE	No notice unless directed by Chambers. If so, Passive – 21 day See Filing Instructions	Movant or as Court directs	Matrix	N/A
Notification of Deceased or Incompetent Debtor	NONE	FRBP 1016 ; LBR NONE	NONE	NONE	N/A	N/A	N/A

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Objections to Debtors Exemptions (Schedule C)	11 USC 522	FRBP 4003 ; LBR NONE	NONE	Passive – 21 day (for Judge Opel and Judge Van Eck) Hearing Required – 21 day (for Judge Thomas)	Clerk	P	N/A
Objection to Plan Confirmation (Chapter 12 and Chapter 13)	11 USC 1221 and 1321	FRBP 3015(f) ; LBR 3015-2(f)	NONE	NONE	N/A	N/A	N/A
Objections to Proofs of Claim	11 USC 501 and 502	FRBP 3007 ; LBR 3007-1	LBF 3007-1 ; Official Form NONE	Local Form 3007-1 Hearing Required at least 30 days before the hearing	Movant (If filed by ECF filer.) Clerk (If filed by non-ECF filer.)	P	Self Sched.
Obtain Credit/Incur Debt	11 USC 364	FRBP 4001(c) ; LBR 4001-3	NONE	Semi-Passive – 14 day	Movant	Matrix	Self Sched.

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Offer of Judgment and Notice of Acceptance	NONE	FRBP 7068 ; FRCP 68 ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Payment of Fees	28 USC 1930(a) and (b)	FRBP 1006 ; LBR 1006-1 ; <i>Fee Schedule</i> US Courts ; Local Court	NONE	NONE	N/A	N/A	N/A
Plan of Reorganization (Amended) and/or Amended Disclosure Statement -- Chapter 11 -- Non-Small Business	11 USC 1101 , 1121 , 1125 , 1127 , 1128 , and 1129	FRBP 2002(a)(6) , 3016 , 3017 , 3017.1 , 3019 , and 3020 ; LBR 3016-1 , 3017-1 , 3019-1 , and 3020-1	LBF 3017-1 and 3019-1 ; Official Form NONE	See Filing Instructions	Movant	See Filing Instructions	N/A

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Type of Pleading	Bankr. Code	Rules	Forms	Type of Notice	Served By	Recipients	Sched.
Plan of Reorganization (Amended) and/or Amended Disclosure Statement – Chapter 11 -- Small Business	11 USC 1101 , 1121 , 1125 , 1127 , 1128 , and 1129	FRBP 2002(a)(6) , 3016 , 3017 , 3017.1 , 3018 , and 3019 ; LBR 3016-1 , 3017-1 , and 3019-1	LBF 3017-1 and 3019-1 ; Official Form NONE	See Filing Instructions	Movant	See Filing Instructions	N/A
Plan – Amended Chapter 12 (Pre-Confirmation)	11 USC 1223	FRBP 2002(a)(8) and 3015 ; LBR 3015-2(b) – (d)	NONE	Hearing Required – 21 day	Movant (If Amended Plan is filed after confirmation hearing notice was sent by Clerk.) Clerk (If Amended Plan is filed before confirmation hearing notice is sent or if filed by Pro Se Debtor.)	Matrix	Self Sched.

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Plan – Amended Chapter 13 (Pre-Confirmation)	11 USC 1323	FRBP 2002(b) and 3015 ; LBR 3015-2(b) - (d)	LBF 3015-1 ; Official Form NONE	Local Recommended Form – Notice for Amended Ch. 13 Plan (Pre-Confirmation) Hearing Required – 28 day See Filing Instructions for Sample Notice and required language for each judge	Movant (If Amended Plan is filed after confirmation hearing notice was sent by Clerk.) Clerk (If Amended Plan is filed before confirmation hearing notice is sent or if filed by Pro Se Debtor.)	Matrix	Self Sched.
Plan of Reorganization and Disclosure Statement – Chapter 11 -- Non-Small Business	11 USC 1101 , 1121 , 1125 , 1127 , 1128 , and 1129	FRBP 2002(a)(6) , 3016 , 3017 , 3017.1 , 3019 , and 3020 ; LBR 3016-1 , 3017-1 , 3019-1 , and 3020-1	LBF 3017-1 and 3019-1 ; Official Form NONE	See Filing Instructions	Movant	See Filing Instructions	N/A

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Plan of Reorganization and Disclosure Statement – Chapter 11 -- Small Business	11 USC 1101 , 1121 , 1125 , 1127 , 1128 , and 1129	FRBP 2002(a)(6) , 3016 , 3017 , 3017.1 , 3018 , and 3019 ; LBR 3016-1 , 3017-1 , and 3019-1	LBF 3017-1 and 3019-1 ; Official Form NONE	See Filing Instructions	Movant	See Filing Instructions	N/A
Plan – Chapter 12	11 USC 1221 , 1222 and 1224	FRBP 2002(a)(8) and 3015 ; LBR NONE	NONE	Semi-Passive – 21 day	Clerk	Matrix	N/A
Plan – Chapter 13	11 USC 1321 , 1322 and 1324	FRBP 2002(b) and 3015 ; LBR 3015-1	LBF 3015-1 ; Official Form NONE	NONE	N/A	N/A	N/A
Plan Payments Completed – Chapter 13	11 USC 1302 and 1325(a)(8)	FRBP 5009 ; LBR 3015-5	NONE	NONE	N/A	N/A	N/A
Preferred Address	11 USC 342(e)(1) and 342(f)(1)	FRBP 5003(e) ; LBR NONE	NONE	NONE	N/A	N/A	N/A

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Proof of Claims – Electronically Filed	11 USC 501	FRBP 3001 , 3002 , 3002.1 , 3003 , 3004 , and 3005 ; LBR 3001-1 , 3002-1 , 3002.1-1 , 3003-1 , 3004-1 , and 3005-1	LBF NONE; Official Form 410	NONE	N/A	N/A	N/A
Proofs of Claims – Paper Filed	11 USC 501	FRBP 3001 , 3002 , 3002.1 , 3003 , 3004 and 3005 ; LBR 3001-1 , 3002-1 , 3002.1-1 , 3003-1 , 3004-1 , and 3005-1	LBF NONE; Official Form 410	NONE	N/A	N/A	N/A
Proposed Findings of Fact	28 USC 157(c)(1)	FRBP 9033 ; LBR NONE	NONE	Passive – 14 day	Clerk	D, DA, T, UST, L20, COMM, P	N/A

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Reaffirmation Agreement	11 USC 524(c)	FRBP 4008 ; LBR 4008-1	LBF 4008-1(a) ; Official Form 427	NONE	Clerk (If a hearing is required.)	P	N/A
Reconsider, Alter, Amend or Vacate Order	NONE	FRBP NONE; LBR 9023-1	NONE	NONE	N/A	N/A	N/A
Redaction of Personal Information (not to be used for Transcripts)	11 USC 107(b)(c)	FRBP 9037 ; LBR 9037-1	LBF 9037-1 ; Official Form NONE	NONE	N/A	N/A	N/A
Redemption of Collateral/Property	11 USC 722	FRBP 6008 ; LBR NONE	NONE	Passive – 14 day (only if motion is not signed by both parties)	Movant	D, DA, T, UST, L20, COMM, P	N/A
Refund	28 USC 1930	NONE	LBF NONE; Official Form NONE; Local Recommended Form – Request for Refund	NONE	N/A	N/A	N/A

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Registration of Judgment	28 USC 1963	NONE	LBF NONE; Official Form 2650	NONE	N/A	N/A	N/A
Reinstate (Bankruptcy Case – dismissed administratively)	11 USC 350	FRBP 5010 ; LBR 1017-1	NONE	NONE	N/A	N/A	N/A
Reinstate (Bankruptcy Case – dismissed due to contested matter)	NONE	FRBP NONE; LBR 9023-1	NONE	NONE	N/A	N/A	N/A
Removals	28 USC 1452	NONE	NONE	NONE	N/A	N/A	N/A
Reopen (Bankruptcy Case – fully administered)	11 USC 350	FRBP 5010 ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Request for Certified Document/Order	NONE	NONE	NONE	NONE	N/A	N/A	N/A

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Request for Entry of Default in Adversary Proceeding	NONE	FRBP 7012(a) and 7012(b) ; FRCP 55(a) ; LBR 7055-1 and 7055-2	LBF NONE; Official Form NONE; Local Recommended Form – Affidavit of Military/Non Military Service	NONE	N/A	N/A	N/A
Request for Notice Under 2002	NONE	FRBP 2002(g) ; LBR 2002-1	NONE	NONE	N/A	N/A	N/A
Request for Payment of Chapter 13 Compensation and Expenses through a Proposed Plan	NONE	FRBP 2016-2(b) ; LBR 2016-2	LBF 2016-2(c) ; Official Form NONE	NONE	N/A	N/A	N/A

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Request to Discontinue Service of Notice	NONE	FRBP 2002(g) ; LBR 2002-1	LBF NONE; Official Form NONE; Local Recommended Form – Request to Discontinue Service of Notices – (Form D)	NONE	N/A	N/A	N/A
Require Modification of Plan – Post Confirmation by Chapter 13 Trustee	11 USC 1329	FRBP 3015 ; LBR NONE	NONE	Semi-Passive – 21 day	Movant	D, DA, UST, P	Self Sched.
Rule 3002.1 – Determine Final Cure and Mortgage Payment	NONE	FRBP 3002.1(h) ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Rule 3002.1 – Determine Mortgage Fees, Expenses and Charges	11 USC 1322(b)(5)	FRBP 3002.1(e) ; LBR NONE	NONE	NONE	N/A	N/A	N/A

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Rule 3002.1 – Notice of Final Cure Mortgage Payment	NONE	FRBP 3002.1(f) ; LBR NONE	NONE	See Filing Instructions	See Filing Instructions	See Filing Instructions	N/A
Rule 3002.1 – Notice of Mortgage Payment Change	NONE	FRBP 3002.1(b), (d), and (i) ; LBR NONE	LBF NONE; Official Form 410S-1	See Filing Instructions	See Filing Instructions	See Filing Instructions	N/A
Rule 3002.1 – Notice of PostPetition Mortgage Fees, Expenses and Charges	NONE	FRBP 3002.1(c), (d), and (i) ; LBR NONE	LBF NONE; Official Form 410S-2	See Filing Instructions	See Filing Instructions	See Filing Instructions	N/A
Rule 3002.1 – Response to Notice of Final Cure Payment	11 USC 1322(b)(5)	FRBP 3002.1 ; LBR 3002.1-1	LBF NONE; Official Form 4100R	See Filing Instructions	See Filing Instructions	See Filing Instructions	N/A
Sale – Approve Bidding Procedures – Chapter 11 Cases	NONE	FRBP NONE; LBR 6004-3	NONE	Passive – 21 day	Movant (Clerk if filed by Trustee or UST.)	D, DA, T and/or UST, L20, COMM, P	N/A

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Sale – Free and Clear of Liens	11 USC 363(f)	FRBP 2002(a)(2) and 6004 ; LBR 6004-1(a through e) and 6004-5	NONE	See Filing Instructions	Movant	Matrix , T, UST, COMM, US FRBP 2002(j) and all holders of liens and encumbrances against the property (LBR 6004-1(d))	N/A
Sale – Property Under 363(b)	11 USC 363(b)	FRBP 6004 and 9014 ; LBR 6004-1 , 6004-2 , 6004-3 , 6004-4 , and 6004-5	NONE	Passive – 21 day	Movant	Matrix , T, UST, COMM, US FRBP 2002(j) and all holders of liens and encumbrances against the property (LBR 6004-1(d))	N/A
Sanctions	28 USC 1927	FRBP 9011(b) and (c) ; LBR NONE	NONE	Hearing Required – 21 day	Clerk	D, DA, T, UST, L20, COMM, P	Court
Schedules (A through J), Supplement to Schedule I and/or J (Ch 13 post petition income and/or expenses), Statements (Financial Affairs, Intentions and Disclosure of Compensation) and Summary of Schedules	11 USC 521	FRBP 1007 ; LBR 1007-1	LBF NONE; Official Form Various Bankruptcy Forms	NONE	N/A	N/A	N/A

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Set Claims Bar Date – Chapter 11	11 USC 1111	FRBP 3003 ; LBR 3003-1	NONE	NONE	N/A	N/A	N/A
Settlements & Stipulations	NONE	FRBP 2002(a)(3) ; LBR 9019-1	LBF 9019-1 ; Official Forms NONE	Passive – 21 day (If accompanied by Motion to Approve Compromise or Motion to Approve Settlement/Stipulation.)	Movant	Matrix	N/A
Sever/Severance	NONE	FRBP NONE; LBR 1015-1(c)(1) and (2)	NONE	Passive – 14 day	Movant	D, DA, T and/or UST, L20, COMM, P and ALL SECURED CREDITORS	N/A
Shorten Time	NONE	FRBP 9006(b) and (c); LBR NONE	NONE	NONE	N/A	N/A	N/A
Small Dividends/Unclaimed Funds	11 USC 347	FRBP 3010 and 3011 ; LBR 3010-1	NONE	NONE	N/A	N/A	N/A

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Statement of Social Security Number	11 USC 521	FRBP 1007(f) and 4002(b)(1)(B) ; LBR NONE	LBF NONE; Official Form 121	NONE	N/A	N/A	N/A
Statement of Your Current Monthly Income and Calculation	11 USC 342(d) and 521	FRBP 5008 ; LBR NONE	LBF NONE; Official Forms 122A-1 , 122A-1Supp , 122A-2 , 122B , 122C-1 and 122C-2	NONE	N/A	N/A	N/A
Statement Regarding Exemption Per Rule 1007(b)(8)	11 USC 522(g)	FRBP 1007(b)(8) ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Substantive Consolidation	11 USC 302(b)	FRBP 1015(a) ; LBR 1015-1(b)	NONE	Hearing Required – 21 day	Movant	D, DA, T and/or UST, L20, COMM, P	Self Sched.
Substitution of Attorney	NONE	NONE	NONE	N/A	N/A	N/A	N/A

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Summons	NONE	FRBP 7004 ; FRCP 4 ; LBR 7041-1 and 7005-1	NONE	Summons – 30 day answer date from issuance OR 35 days if the U.S. is named as a defendant	Movant	Defendant, Defendant’s Counsel, T, UST, P	N/A
Tax Documents	11 USC 521	FRBP 4002(b)(3) and (4) ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Transfer of Case	28 USC 1408 , 1409 , 1410 and 1412	FRBP 1014 ; LBR NONE	NONE	See Filing Instructions	Movant	Matrix	N/A
Transfer of Claim	11 USC 502(a)	FRBP 3001(e)(2) ; LBR NONE	LBF NONE; Official Form 2100A and 2100B	Passive – 21 day (if waiver is not filed)	Clerk	Current owner of the claim	N/A
Trustee - Chapter 7 Notice of Change to Asset Case	11 USC 554 and 704(a)	FRBP 5009 and 6007(a) ; LBR NONE	NONE	90 days (claims bar date)	Clerk	Matrix	N/A

Legend for Recipients: D-Debtor, DA-Debtor’s Attorney, T-Trustee, UST-US Trustee, L20-Largest 20 Creditors, COMM-Creditor’s Committee (if one is appointed), P-Parties in Interest, M-Entire Mailing Matrix

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Type of Pleading	Bankr. Code	Rules	Forms	Type of Notice	Served By	Recipients	Sched.
Trustee - Final Report and Application for Fees – Ch. 7 Asset Case	11 USC 326 , 330 and 704(9)	FRBP 2002(f)(8) and 5009(a) ; LBR NONE	NONE	Passive – 21 day	Trustee	Matrix	N/A
Trustee - Final Report and Discharge – Chapter 12	11 USC 1202(b)(1) , 704(a)(9) and 1228	FRBP 5009 and 4004 ; LBR NONE	LBF 3015-6 ; Official Form 3180F	NONE	N/A	N/A	N/A
Trustee - Final Report – Chapter 13	11 USC 1302 and 1325(a)(8)	FRBP 5009 ; LBR NONE	NONE	NONE	N/A	N/A	N/A
Trustee - Request for Court Costs	NONE	NONE	NONE	NONE	N/A	N/A	N/A
Turnover Property	11 USC 521(a)(4) and 725	FRBP 2017 , 6002 , and 7001(1) ; LBR NONE	NONE	Semi-Passive – 14 day	Clerk	D, DA, T and/or UST, L20, COMM, P	N/A

Legend for Recipients: D-Debtor, DA-Debtor’s Attorney, T-Trustee, UST-US Trustee, L20-Largest 20 Creditors, COMM-Creditor’s Committee (if one is appointed), P-Parties in Interest, M-Entire Mailing Matrix

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Unclaimed Fund, Petition for	28 USC 2042	NONE	LBR NONE; Official Form NONE; Local Recommended Form – Petition for Unclaimed Funds	NONE	N/A	N/A	N/A
Unclaimed Funds/Small Dividends	11 USC 347	FRBP 3010 and 3011 ; LBR 3010-1	NONE	NONE	N/A	N/A	N/A
US Trustee - Presumption of Abuse Filings	11 USC 704(b) and 707(b)	FRBP 2002(f)(10) ; LBR NONE	LBF NONE; Official Forms 122A-1 , 122A-1Supp , 122A-2 , 122B , 122C-1 and 122C-2	NONE	N/A	N/A	N/A

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Use, Sale, Lease or Prohibit or Condition of Property	11 USC 363(b)	FRBP 6004 ; LBR 6004-1	NONE	Passive – 21 day	Movant (Court if filed by Trustee or UST)	Matrix , T, UST, COMM, US FRBP 2002(j) and all holders of liens and encumbrances against the property (LBR 6004- 1(d))	N/A
Utility Service, Deposit or Determine Adequacy of	11 USC 366	NONE	NONE	Passive – 21 day	Movant	D, DA, T and/or UST, L20, COMM, P	N/A
Valuation of Security/Determination of Secured Status	11 USC 506(a) and 1325(a)(5)	FRBP 3012 ; LBR NONE	NONE	Passive – 21 day	Movant	D, DA, T and/or UST, L20, COMM, P	N/A
Wage Attachment or Termination of	11 USC 1225(c) and 1325(c)	NONE	NONE	NONE	N/A	N/A	N/A
Withdrawal of Claims	11 USC 501	FRBP 3006 ; LBR 3006-1	NONE	NONE	N/A	N/A	N/A

Legend for Recipients: D-Debtor, DA-Debtor’s Attorney, T-Trustee, UST-US Trustee, L20-Largest 20 Creditors, COMM-Creditor’s Committee (if one is appointed), P-Parties in Interest, M-Entire Mailing Matrix

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Withdrawal of the Reference	28 USC 157	FRBP 5011 ; LBR 5011-1	NONE	Passive – 14 day	Movant	N/A	N/A
Withdrawals	NONE	FRBP 7041 ; FRCP 41 ; LBR NONE	NONE	Passive – 14 day (If the request is for an Objection to Discharge.)	Movant	Defendant, Defendant's Counsel, T, UST, P	N/A

Legend for Recipients: D-Debtor, DA-Debtor's Attorney, T-Trustee, UST-US Trustee, L20-Largest 20 Creditors,
 COMM-Creditor's Committee (if one is appointed), P-Parties in Interest, M-Entire Mailing Matrix