

ELECTRONIC FILING

(Adopted pursuant to Order dated October 16, 2006)

(a) *Registration and Passwords*

- (1) *Attorneys and Trustees.* Attorneys admitted to the bar of this Court (including those admitted *pro hac vice*), United States Trustees and their assistants, private trustees and others as the Court deems appropriate, may register as Filing Users of the Court's CM/ECF system upon: (A) completion of the Court's training program, or (B) certification that the proposed Filing User has been trained in another court and is qualified to file pleadings in a bankruptcy court. Registration will be in a form prescribed by the clerk and will require the Filing User's name, address, telephone number, Internet e-mail address and, in the case of an attorney, a declaration that the attorney either is admitted to the bar of this Court or will seek to be admitted to the bar of this Court *pro hac vice* at the time the attorney wishes to file pleadings with the Court.
- (2) *Limited Use Log-ins and Passwords.* Attorney and creditor representatives may register as Filing Users of the Court's CM/ECF system upon: (A) completion of the Court's training program, or (B) certification that the proposed Filing User has been trained in another bankruptcy court and is qualified to file proofs of claim, notice requests, assignment/transfer of claims and other approved limited use documents. Registration will be in a form prescribed by the clerk and will require the firm name, Filing User's name, address, telephone number and Internet e-mail address.
- (3) *Securing Log-in and Password.* Once registration is completed, the Filing User will receive notification of the user log-in and password. No Filing User or other person may knowingly permit or cause to permit a Filing User's password to be used by anyone other than an authorized agent of the Filing User. Filing Users shall protect the security of their passwords and immediately notify the clerk by telephone and by facsimile if they learn that their password has been compromised. Filing Users may be subject to sanctions for failure to comply with this provision.

(b) *Consequences of Electronic Filing*

- (1) *Entry of Documents.* Electronic transmission of a document to the CM/ECF system consistent with these rules, together with the transmission of a Notice of Electronic Filing from the Court, constitutes filing of the document for all purposes of the Bankruptcy Rules and the local rules of this Court and constitutes entry of the document on the docket kept by the clerk under Bankruptcy Rule 5003.
- (2) *Entry of Court Orders.* All orders, decrees, judgments and proceedings of the Court will be filed in accordance with these rules, which will constitute entry on the docket kept by the clerk under Bankruptcy Rules 5003 and 9021. All signed orders will be filed electronically by the Court or court personnel. Any order filed electronically without the original signature of a judge has the same force and effect as if the judge had affixed the judge's signature to a paper copy of the order and it had been entered on the docket in a conventional manner.
- (3) *Official Record.* When a document has been filed electronically, the official record is the electronic recording of the document as stored by the Court, and the filing party is bound by the document as filed. Except in the case of documents first filed in paper form and subsequently submitted electronically, a document filed electronically is deemed filed at the date and time stated on the Notice of Electronic Filing from the Court.