



United States Bankruptcy Court District of New Jersey

Honorable Gloria M. Burns, Chief Judge

James J. Waldron, Clerk

The purpose of this notice is to advise New Jersey Bankruptcy CM/ECF participants of new system and operational developments and to highlight issues that require immediate attention.

Office Locations

Newark

Martin Luther King, Jr. Federal Building
50 Walnut Street
Newark, NJ 07102
Phone (973) 645-4764

Trenton

Clarkson S. Fisher US Courthouse
402 East State Street
Trenton, NJ 08608
Phone (609) 858-9333

Camden

US Post Office and Courthouse
401 Market Street
Camden, NJ 08101
Phone (856) 361-2300

SIGNATURES ON ELECTRONICALLY FILED DOCUMENTS

Pursuant to D.N.J LBR 5005-1, Appendix - *Administrative Procedures for Filing, Signing and Verifying Documents by Electronic Means*, Section II.C.1, filing any document using a login and password issued by the Court, shall constitute the Participant's signature for purposes of signing the document under Fed. R. Bankr. P. 9011. The name of the Participant under whose login and password the document is submitted must be displayed by an "/s/" and typed in the space where the signature would otherwise appear, e.g., "/s/Jane Doe."

The court will notify user if the signature on a document does not match the Participant. When this occurs, the document must be refiled with the Participant's signature.

SOCIAL MEDIA

Please be advised that the Court is now using Facebook and Twitter to update the public with important news and announcements.

Follow us on Twitter @USBCNJ, and on Facebook at www.facebook.com/USBCNJ.

INCREASE IN FILING FEES EFFECTIVE JUNE 1, 2014

At its March 2014 session, the Judicial Conference of the United States Courts approved the following amendments to the Bankruptcy Court Miscellaneous Fee Schedule, which go into effect June 1, 2014.

- Increase to \$350 the fee to file an adversary proceeding
- Increase to \$75 the administrative fee included in the initial filing fee for Chapters 7, 12 and 13 cases, and increase to \$550 the administrative fee included in the initial filing fee for Chapters 9, 11 and 15 cases.
- The new Administrative Fee structure will be applied to the fee to split a bankruptcy case.

As a result of the changes the following fees will increase:

- Chapter 7 Petition - \$335
- Chapter 9 Petition - \$1,717
- Chapter 11 Petition - \$1,717
- Chapter 12 Petition - \$275
- Chapter 13 Petition - \$310
- Chapter 15 Petition - \$1,717
- Motion to Split Chapter 7 Case - \$335
- Motion to Split Chapter 11 Case - \$1,717
- Motion to Split Chapter 12 Case - \$275
- Motion to Split Chapter 13 Case - \$310
- Adversary Proceeding - \$350

NEW CHAPTER 13 FORMS AVAILABLE

Two new local recommended forms have been approved by the Board of Judges:

- [Application to Cancel or Discharge Mortgage/Lien](#)
- [Chapter 13 Order Authorizing Cancellation, Voiding and/or Discharge of Record of Mortgage/Lien](#)

When completing the Application, the debtor or debtor's attorney must include a hearing date that will be used in the event an objection is filed. The date should be at least 21 days from the filed date of the application. Hearing dates for all judges are available on the Court's web site.

A new event has been created for efilers to use when filing the application:

[Application to] *Cancel or Discharge Mortgage/Lien* located in the Motions/Applications category.

MEDIATION

Pursuant to the Court's *General Order Adopting Mediation Program Pending Adoption and Amendment of Local Rules*, dated November 20, 2013, the Board of Judges has approved a comprehensive, court-supervised mediation program to facilitate resolution of contested matters and adversary proceedings for debtors, creditors and parties in interest.

PRESUMPTIVE REFERRAL TO MEDIATION IS EFFECTIVE IMMEDIATELY IN ADVERSARY PROCEEDINGS FILED ON OR AFTER MAY 1, 2014

To view the *Notice to the Bar Concerning General Order Adopting Mediation Program Pending Adoption and Amendment of Local Rules*, dated May 9, 2014 [click here](#).

Three new mediation forms have been approved by the Board of Judges, and are available on the Court's web site:

- [Joint Mediation Order](#)
- [Mediation Report](#)
- [Order Referring Matter to Mediation and Designating Mediator](#)

Several new events have been created to facilitate this new process:

- *Mediator's Acceptance of Appointment*, located in the Misc. Events category (Bankruptcy or Adversary)
- *Mediator's Withdrawal of Appointment*, located in the Misc. Events category (Bankruptcy or Adversary)
- *Mediation Report*, located in the Misc. Events category (Bankruptcy or Adversary)

More information regarding this program, including the proposed Local Rules, may be accessed on the court's web site at www.njb.uscourts.gov/mediation.

Bounced Back Emails

One of the most frequent problems encountered by our help desk staff is an efiler's failure to update their user account when their contact information changes. It is important that all filers review their contact information periodically, and update it when necessary. As outlined in the Court's Notices to the Bar, dated November 19, 2007 and January 3, 2008, our Court no longer sends paper BNC notices to filers (with the exception of the Meeting of Creditors notice). As a result, failure to timely update contact information will prevent filers from receiving notices sent by the Court pursuant to Fed.R.Bankr.P 2002. PLEASE NOTE: Email accounts must be of sufficient capacity and should be monitored periodically to prevent transmission problems.

User's may update their user accounts by clicking Utilities > Maintain Your ECF Account. Questions regarding updating your user account can be answered by our help desk staff.

HELP DESK INFORMATION

By telephone:

Camden: 856-361-2301

Newark: 973-645-3366

Trenton: 609-858-9401

By email:

cmecf_help_desk@njb.uscourts.gov