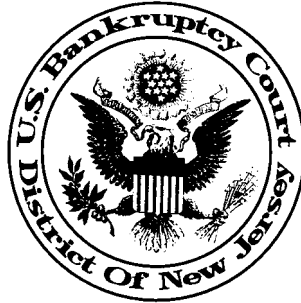




UNITED STATES BANKRUPTCY COURT
DISTRICT OF NEW JERSEY
James J. Waldron, Clerk



INFORMATION FOR TRUSTEES
September 26, 2002

The clerk has assigned a member of the CM/ECF implementation team to act as a liaison to trustees. The liaison will periodically transmit via e:mail, memoranda addressing CM/ECF issues related to the work of trustees. If you would like this e:mail to go to an address other than the one you provided for receiving the court's Notices of Electronic Filing, please contact the liaison, Lisa Seiler, at 609-989-2200 ext 243 or e:mail to Lisa_Seiler@njb.uscourts.gov.

The court is developing an online manual containing step by step instructions for trustee and attorney events. Look on our website for [CM/ECF Event Instructions](#). You will be notified via e:mail each time new or modified instructions are added to the manual. At this writing, there are five new or modified events concerning trustees:

1. [UST Certification of Default](#)
2. [Notice Vacating Appointment of Trustee](#)
3. [Notice Depositing Unclaimed Funds](#)
4. [Notice Depositing Unclaimed Funds - Batch](#)
5. [Notice Rejecting Appointment of Trustee](#)

WE WOULD LIKE TO BRING THE FOLLOWING ISSUES TO YOUR ATTENTION:

1. **STATUS OF PAYMENTS TO TRUSTEES:** For cases closed during the month of August, trustees can expect payment by the end of September. The court has received notification from trustees advising of cases they feel are ready for closing. All trustees are invited to forward such information to Lisa Seiler at the e:mail provided above.
2. **CERTIFICATES OF NO OBJECTION:** The court has received notification from trustees advising of cases where objection deadlines have long passed, but a Certificate of No Objection has not been docketed. All trustees are invited to forward such information to Lisa Seiler at the e:mail provided above.

3. CERTIFICATION AND AGREEMENT TO PAY FILING FEE: Trustees and counsel for trustees must simultaneously e:file this *RECENTLY REVISED* form for all e:filed appeals, cross appeals, adversary proceedings and motions for which a fee is required, whether or not sufficient funds currently exist in the estate. Failure to file this form or filing the form incorrectly will result in the fee being charged to your credit card. The form is available on our website under [Forms/Our Court's Miscellaneous Forms](#). Once the form is completed, e:file it as a separate event and link it to the related motion. [Click here](#) to access the instructions.
4. E:FILERS ARE USING MOTION (GENERIC) AND APPLICATION (GENERIC) WHEN A MORE APPROPRIATE EVENT IS AVAILABLE. This is a problem when the intention is to dismiss, reopen, or convert since the generic motion/application events will not trigger the appropriate case management action. Please take the time to scroll through the list of events before choosing GENERIC or refer to the [Event List](#) located in CM/ECF Event Instructions to determine if a more appropriate event is available.
5. IMPROPER HEARING DATES ARE BEING USED FOR NOTICES OF INFORMATION. These dates are noted on the judges' calendars posted on our website under Chambers (see [Hearing Dates - - Judges' Calendars](#)). In most instances, the return dates are motion days corresponding to the Chapter. Please ensure that the appropriate return dates are used when e:filing information notices.
6. LETTERS WITHDRAWING MOTIONS SHOULD BE E:FILED AS SUPPORT AND LINKED TO THE APPROPRIATE MOTION. Use this link to view the instructions: [LETTER WITHDRAWING MOTION/APPLICATION/OBJECTION](#)