

UNITED STATES BANKRUPTCY COURT
EASTERN DISTRICT OF MICHIGAN

In re:

The Administration of the
United States Bankruptcy Court
for the Eastern District of Michigan

Administrative Order
No. 18-03

ADMINISTRATIVE ORDER
AMENDING ECF PROCEDURE 3(b)(4)

From time to time the Court will open a “miscellaneous matter” to permit the filing of papers that are not associated either with a bankruptcy case or adversary proceeding in this Court. Historically, the Court has kept a hard copy traditional paper file for each miscellaneous matter and has required that any filing commencing or related to a miscellaneous matter be made by means of a hard copy traditional paper, and not electronically.

The Clerk will soon issue a notice regarding a change in the procedure for opening and filing in a miscellaneous matter. The notice will explain that a miscellaneous matter may still only be opened by means of a hard copy traditional paper but, beginning November 1, 2018, all filings made in a miscellaneous matter once it is opened must be made electronically. This new procedure necessitates a change in the Court’s ECF Procedures adopted on January 5, 2016.

ECF Procedure 3(b)(4) presently states that “A Paper commencing or related to a miscellaneous matter” must be filed by a hard copy traditional paper. By this order, ECF Procedure 3(b)(4) is now amended to read: “A Paper commencing a miscellaneous matter” must be filed by a hard copy traditional paper.

This amendment is intended to make clear that a miscellaneous matter may only be opened by filing a hard copy traditional paper, but once the miscellaneous matter is opened, any filings in it must be made electronically in conformance with ECF Procedure 3(a).

This order is effective November 1, 2018.

IT IS SO ORDERED.



**PHILLIP J. SHEFFERLY, Chief Judge
United States Bankruptcy Court**

Dated: September 28, 2018