
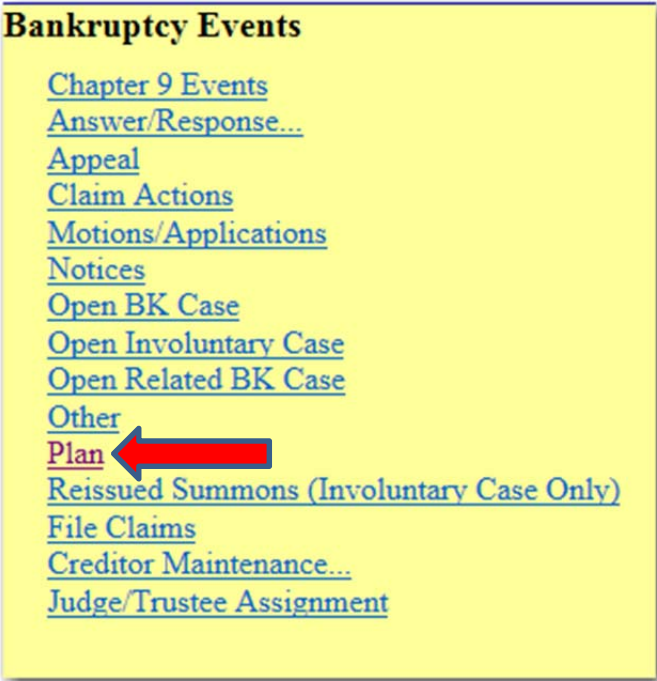


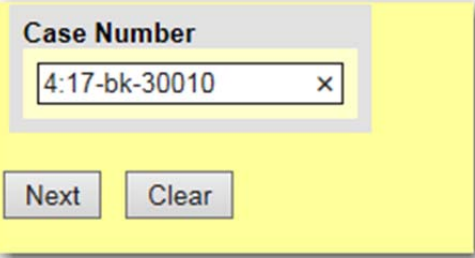
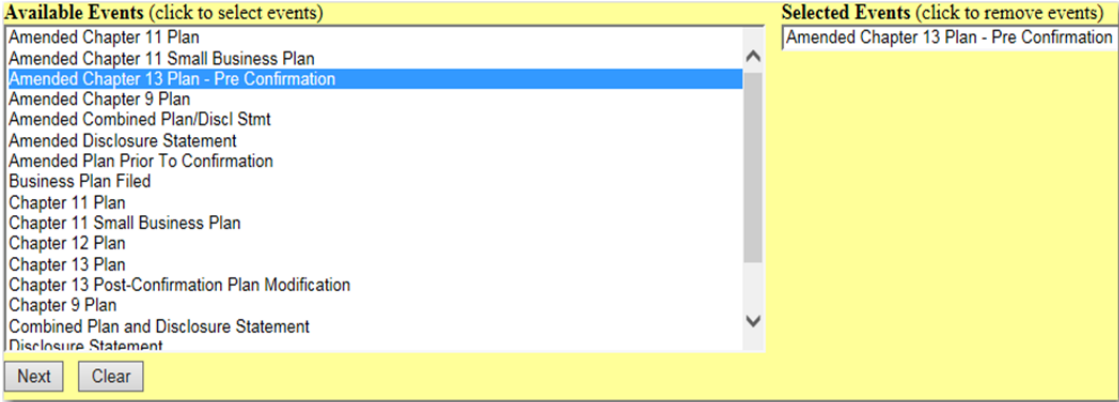
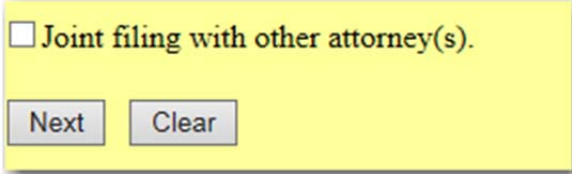
DOCKETING GUIDE FOR AMENDED CHAPTER 13 PLAN – PRE CONFIRMATION

Amended Chapter 13 Plan – Pre Confirmation – This event code will be used when the party is filing an amended plan (not when correcting a deficiency).

Step by Step Procedures:

Step	Action
1	<p>Log in to CM/ECF.</p> <div data-bbox="313 640 1429 1302" style="border: 1px solid black; padding: 10px;"> <p style="text-align: center;">CM/ECF Filer or PACER Login</p> <p>Notice This is a Restricted Web Site for Official Court Business only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.</p> <p>Instructions for viewing filed documents and case information: If you do not need filing capabilities, enter your PACER login and password. If you do not have a PACER login, you may register online at http://www.pacer.gov.</p> <p>Instructions for filing: Enter your CM/ECF filer login and password if you are electronically filing something with the court.</p> <div style="border: 1px solid gray; padding: 5px;"> <p>Authentication</p> <p>Login: <input type="text" value="jclark"/></p> <p>Password: <input type="password" value="*****"/></p> <p>Client code: <input type="text"/></p> </div> <p>IMPORTANT NOTICE OF REDACTION RESPONSIBILITY: All filers must redact: Social Security or taxpayer-identification numbers; dates of birth; names of minor children; and financial account numbers, in compliance with Fed. R. Bankr. P. 9037. This requirement applies to all documents, including attachments.</p> <p><input checked="" type="checkbox"/> I understand that, if I file, I must comply with the redaction rules. I have read this notice.</p> <p><input type="button" value="Login"/> <input type="button" value="Clear"/></p> </div> <p>Notice An access fee of \$0.10 per page or \$2.40 per document with an audio attachment, as approved by the Judicial Conference of the United States, will be assessed for access to this service. For more information about CM/ECF, click here or contact the PACER Service Center at (800) 676-6856.</p> <p><i>CM/ECF has been tested using Firefox and Internet Explorer 8 and 9.</i></p>

Step	Action
2	<p>Click or Hover on Bankruptcy on the CM/ECF blue menu bar.</p>  <p>The screenshot shows the CM/ECF menu bar with the following items: Bankruptcy (highlighted with a red arrow), Query, Reports, Utilities, Search, and Logout. Below the menu bar, the 'Bankruptcy Events' dropdown menu is visible, listing various options such as Chapter 9 Events, Answer/Response..., Appeal, Claim Actions, Motions/Applications, Notices, Open BK Case, Open Involuntary Case, Open Related BK Case, Other, Plan, Reissued Summons (Involuntary Case Only), File Claims, Creditor Maintenance..., and Judge/Trustee Assignment.</p>
3	<p>Select Plan from the list of Bankruptcy events.</p>  <p>The screenshot shows a close-up of the 'Bankruptcy Events' dropdown menu. The 'Plan' option is highlighted with a red arrow. The other options in the menu are: Chapter 9 Events, Answer/Response..., Appeal, Claim Actions, Motions/Applications, Notices, Open BK Case, Open Involuntary Case, Open Related BK Case, Other, Reissued Summons (Involuntary Case Only), File Claims, Creditor Maintenance..., and Judge/Trustee Assignment.</p>

Step	Action
4	<p>Enter or Verify case number and click [Next].</p> 
5	<p>Select Amended Chapter 13 Plan – Pre Confirmation from the list of available events and click [Next].</p>  <p>NOTE: THIS EVENT CODE MUST BE USED WHEN A PARTY IS FILING AN AMENDED CHAPTER 13 PLAN; NOT TO CORRECT A DEFICIENCY NOTICE (PRE-CONFIRMATION).</p>
6	<p>Click [Next].</p> 

Step	Action
------	--------

7	The Select Attorney screen displays.
---	--------------------------------------

If filed by...	Then...					
Attorney	<p>Select the debtor(s) from the list and click [Next].</p> <div style="border: 1px solid black; background-color: #FFFF00; padding: 10px; margin: 10px auto; width: fit-content;"> <p style="text-align: center;">Select the Party:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; padding: 2px;">AUST, Test [U.S. Trustee]</td> <td rowspan="4" style="padding-left: 10px; vertical-align: middle;">Add/Create New Party</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">Aztec Financial, [Creditor]</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">Ford Motor Credit, [Creditor]</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px; background-color: #ADD8E6;">Martin, Ken [Debtor]</td> </tr> </table> <p style="margin-top: 10px;"> <input type="button" value="Next"/> <input type="button" value="Clear"/> </p> </div> <p style="margin-top: 20px;"><i>Note: If there is a debtor and joint debtor, hold the <Ctrl> key down on the keyboard and click on each party. If the names are right above and below each other, you can hold the left mouse button down and drag it to select names.</i></p>	AUST, Test [U.S. Trustee]	Add/Create New Party	Aztec Financial, [Creditor]	Ford Motor Credit, [Creditor]	Martin, Ken [Debtor]
AUST, Test [U.S. Trustee]	Add/Create New Party					
Aztec Financial, [Creditor]						
Ford Motor Credit, [Creditor]						
Martin, Ken [Debtor]						

8	[Click] Browse and attach the PDF, and click [Next].
---	--

Filename

H:\Chapter 13 Sample for Training.pdf

Attachments to Document: No Yes

Step	Action
9	<p>Select the plan you are amending, click [Next].</p> <p><i>Select the appropriate event(s) to which your event relates:</i></p> <p><input checked="" type="checkbox"/> 11/27/2017 <u>2</u> Chapter 13 Plan , Includes (2) Requests for Liens to be Stripped (2) Requests for Judicial Liens and Non-Possessory, Non-Purchase Money Liens to be Avoided (2) Requests for Continuing Lease/Contract Payments (2) Requests for rejecting the executory contracts and unexpired leases listed in this subparagraph 3 Filed by Debtor Gerald Parker , Joint Debtor Heidi Parker . (smk)</p> <p><input type="button" value="Next"/> <input type="button" value="Clear"/></p>

Step	Action
------	--------

10

Answer the following question, click [Next]. **If the answer is no, go to step 16.**

Does the amended chapter 13 plan include NEW requests listed in Class [3.1] [3.2][6.0]?

- Yes
 No

Class 3.1 Liens to be Stripped. 11 USC §506(a).

<u>Creditor</u>	<u>Collateral</u>

Class 3.2 Judicial Liens and Non-Possessory, Non-Purchase Money Liens to be Avoided. 11 USC §522(f).

<u>Creditor</u>	<u>Collateral</u>

Class 6.1 Continuing Lease/Contract Payments:

<u>Creditor</u>	<u>Property</u>	<u>Monthly Payment</u>	<u>Lease/Contract expiration date</u>	<u>Direct or Via Trustee</u>

Class 6.3 Debtor rejects the executory contracts and unexpired leases listed in this subparagraph 3. Any unexpired lease or executory contract that is neither expressly assumed in Class 6.1 above or expressly rejected below shall be deemed rejected as of the date of confirmation of debtor's chapter 13 Plan to the same extent as if that unexpired lease or executory contract was listed below. (See Paragraph K of the Additional Terms, Conditions and Provisions for additional information):

<u>Creditor</u>	<u>Property</u>

Step	Action						
11	<p>Select any of the following requests that were NOT included with the previous Chapter 13 Plan and are now being added to the amended plan and click [Next].</p> <div data-bbox="316 373 1425 590" style="border: 1px solid black; background-color: #ffffcc; padding: 5px;"> <p>Select any of the following requests that are included with the Chapter 13 Plan (Click Next if none of these requests are included.):</p> <p><input type="checkbox"/> Request for Liens to be Stripped [Class 3.1]</p> <p><input type="checkbox"/> Request for Judicial Liens and Non-Possessory, Non-Purchase Money Liens to be Avoided [Class 3.2]</p> <p><input type="checkbox"/> Request to Assume or Reject Executory Contracts and/or Unexpired Leases [Class 6]</p> <p><input type="button" value="Next"/> <input type="button" value="Clear"/></p> </div>						
12	<p>If applicable, select the number of requests for liens to be stripped [3.1] and click [Next].</p> <div data-bbox="316 716 1354 1020" style="border: 1px solid black; background-color: #ffffcc; padding: 5px;"> <p>How many requests for liens to be stripped are included in the plan [3.1]?</p> <p>1 2 3 4 5 6</p> <p><input type="button" value="Next"/> <input type="button" value="Clear"/></p> </div> <div data-bbox="316 1045 1425 1245" style="border: 1px solid black; padding: 5px;"> <p>Class 3.1 Liens to be Stripped. 11 USC §506(a).</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">Creditor</th> <th style="width: 50%; text-align: center;">Collateral</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table> </div>	Creditor	Collateral				
Creditor	Collateral						
13	<p>If applicable, select the number of requests for judicial liens and non-possessory, non-purchase money liens to be avoided [3.2] and click [Next].</p> <div data-bbox="316 1388 1479 1535" style="border: 1px solid black; background-color: #ffffcc; padding: 5px;"> <p>How many requests for judicial liens and non-possessory, non-purchase money liens to be avoided are included in the plan [3.2]?</p> <p>▼</p> <p><input type="button" value="Next"/> <input type="button" value="Clear"/></p> </div> <div data-bbox="316 1598 1425 1818" style="border: 1px solid black; padding: 5px;"> <p>Class 3.2 Judicial Liens and Non-Possessory, Non-Purchase Money Liens to be Avoided. 11 USC §522(f).</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: center;">Creditor</th> <th style="width: 50%; text-align: center;">Collateral</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table> </div>	Creditor	Collateral				
Creditor	Collateral						

Step	Action						
14	<p>If applicable, select the number of requests for Continuing Lease/Contract Payments [6.1] and click [Next].</p> <p>How many requests for Continuing Lease/Contract Payments are included in the plan [6.1]?</p> <div data-bbox="313 331 1458 653"> </div>						
15	<p>If applicable, select the number of requests for rejecting the executory contracts and unexpired leases listed in this subparagraph 3 [6.3] and click [Next].</p> <p>How many requests for rejecting the executory contracts and unexpired leases listed in this subparagraph 3 are included in the plan [6.3]?</p> <div data-bbox="313 877 1458 1087"> </div> <div data-bbox="313 1104 1458 1398"> <p>Class 6.3 Debtor rejects the executory contracts and unexpired leases listed in this subparagraph 3. Any unexpired lease or executory contract that is neither expressly assumed in Class 6.1 above or expressly rejected below shall be deemed rejected as of the date of confirmation of debtor's chapter 13 Plan to the same extent as if that unexpired lease or executory contract was listed below. (See Paragraph K of the Additional Terms, Conditions and Provisions for additional information):</p> <table border="1" data-bbox="345 1262 1414 1377"> <thead> <tr> <th data-bbox="345 1262 638 1293">Creditor</th> <th data-bbox="638 1262 1414 1293">Property</th> </tr> </thead> <tbody> <tr> <td data-bbox="345 1293 638 1325"></td> <td data-bbox="638 1293 1414 1325"></td> </tr> <tr> <td data-bbox="345 1325 638 1356"></td> <td data-bbox="638 1325 1414 1356"></td> </tr> </tbody> </table> </div>	Creditor	Property				
Creditor	Property						

Step	Action
16	<p>Click [Next].</p> <div data-bbox="313 296 1443 514" style="border: 1px solid gray; background-color: #ffffcc; padding: 5px;"> <p>Docket Text: Modify as Appropriate.</p> <p> <input type="text" value=""/> <input type="text" value="Amended Chapter 13 Plan - Pre Confirmation"/> <input type="text" value=""/> Includes (1) Request for Liens to be Stripped (1) Request for Judicial Liens and Non-Possessory, Non-Purchase Money Liens to be Avoided (1) Request for Continuing Lease/Contract Payments (2) Requests for rejecting the executory contracts and unexpired leases listed in this subparagraph 3 Filed by Debtor Gerald Parker , Joint Debtor Heidi Parker (RE: related document(s)[2] Chapter 13 Plan). (Clark, Attorney) </p> <p> <input type="button" value="Next"/> <input type="button" value="Clear"/> </p> </div> <p>The number of each request will display in the final text.</p>
17	<p>Click [Next].</p> <div data-bbox="313 737 1443 993" style="border: 1px solid gray; background-color: #ffffcc; padding: 5px;"> <p>Docket Text: Final Text</p> <p>Amended Chapter 13 Plan - Pre Confirmation Includes (1) Request for Liens to be Stripped (2) Requests for Judicial Liens and Non-Possessory, Non-Purchase Money Liens to be Avoided (2) Requests for Continuing Lease/Contract Payments (1) Request for rejecting the executory contracts and unexpired leases listed in this subparagraph 3 Filed by Debtor Gerald Parker, Joint Debtor Heidi Parker (RE: related document(s)[2] Chapter 13 Plan). (Clark, Attorney)</p> <p>Attention!! Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.</p> <p>Have you redacted?</p> <p> <input type="button" value="Next"/> <input type="button" value="Clear"/> </p> </div>

Step	Action
18	<p>The NEF (Notice of Electronic Filing) displays. Transaction completed.</p> <div data-bbox="310 338 1450 940" style="background-color: #ffffcc; padding: 10px;"> <p>Notice of Electronic Filing</p> <p>The following transaction was received from Attorney Clark entered on 11/27/2017 at 3:55 PM EST and filed on 11/27/2017</p> <p>Case Name: Gerald Parker and Heidi Parker Case Number: 16-30002-do Document Number: 3</p> <p>Docket Text: Amended Chapter 13 Plan - Pre Confirmation Includes (1) Request for Liens to be Stripped (2) Requests for Judicial Liens and Non-Possessory, Non-Purchase Money Liens to be Avoided (2) Requests for Continuing Lease Contract Payments (1) Request for rejecting the executory contracts and unexpired leases listed in this subparagraph 3 Filed by Debtor Gerald Parker, Joint Debtor Heidi Parker (RE: related document(s)[2] Chapter 13 Plan). (Clark, Attorney)</p> <p>The following document(s) are associated with this transaction:</p> <p>Document description:Main Document Original filename:H:\Landlord Letter 14 51277.pdf Electronic document Stamp: [STAMP bkecfStamp_ID=1068232149 [Date=11/27/2017] [FileNumber=506254-0] [bf9d377b24b471fa45d3daa3a36cb5451e62cb151f4e7da540bf601d84d67d9b6fc b3e77c240885c616f0c52b04819c3ccff9936a6678023b1b1099dae84372b]]</p> <p>16-30002-do Notice will be electronically mailed to:</p> <p>16-30002-do Notice will not be electronically mailed to:</p> <p>Test AUST ,</p> <p>Attorney Clark on behalf of Debtor Gerald Parker 211 Western Avenue Detroit, MI 48226</p> </div>