

TABLE OF CONTENTS

	<u>Page</u>
PART I. COMMENCEMENT OF CASE; PROCEEDINGS RELATING TO PETITION AND ORDER FOR RELIEF	1
Rule 1001-1 Scope of Rules.....	1
Rule 1002-1 Commencement of Case.....	3
Rule 1003-1 Entry of Order for Relief on Involuntary Petition.....	4
Rule 1006-1 Filing Fees.....	5
Rule 1007-1 Lists, Schedules and Statements.....	6
Rule 1007-2 List of Creditors/Mailing Matrix.....	7
Rule 1009-1 Notice by Chapter 7, Chapter 12 or Chapter 13 Debtor to Creditors Not Scheduled Prior to Meeting of Creditors.....	8
Rule 1009-2 Notice of Amendment of Schedules in Chapter 11 Cases.....	9
Rule 1014-1 Transfer of Cases or Adversary Proceedings to Another District.....	10
Rule 1015-1 Joint Administration of Cases Pending in the Same Court.....	11
Rule 1017-1 Petition Deficiencies.....	12
Rule 1017-2 Dismissal of Chapter 11 Case.....	13
Rule 1017-3 Closing of Cases by Substantive Consolidation.....	14
PART II. OFFICERS AND ADMINISTRATION; NOTICES; MEETINGS; EXAMINATIONS; ELECTIONS; ATTORNEYS AND ACCOUNTANTS	15
Rule 2002-1 Notices to Creditors, Equity Security Holders, United States and United States Trustee.....	15
Rule 2003-1 Submission of Interrogatories in Lieu of Live Testimony at Meetings Conducted under 11 U.S.C. § 341 in Chapter 7 and Chapter 13 Cases.....	21
Rule 2004-1 Rule 2004 Examinations.....	22
Rule 2011-1 Certification of Debtor-in-Possession Status or Trustee Qualification.....	24
Rule 2014-1 Employment of Professional Persons.....	25
Rule 2015-2 Debtor-in-Possession Bank Accounts in Chapter 11 Cases.....	26
Rule 2016-1 Disclosure of Compensation.....	27

Rule 2016-2	Motion for Compensation and Reimbursement of Expenses.....	28
-------------	--	----

PART III. CLAIMS AND DISTRIBUTION TO CREDITORS AND EQUITY INTEREST HOLDERS; PLANS32

Rule 3001-1	Filing Proof of Claim; Transfer of Claim.....	32
Rule 3002-1	Government Deadline to File Proof of Claim.....	33
Rule 3003-1	Proofs of Claim in Chapter 11 Cases.....	34
Rule 3007-1	Omnibus Objection to Claims.....	35
Rule 3007-2	Service of Objections to Claims; Notices in Lieu of Full Objection.....	43
Rule 3011-1	Deposit or Release of Funds Paid into the Registry of the Court.....	44
Rule 3011-2	Motion for Release of Funds Paid into the Registry of the Court - Confidentiality.....	45
Rule 3015-1	Chapter 12 Plan and Confirmation Requirements.....	46
Rule 3016-1	Redline or Blackline of Plan and Disclosure Statement Documents.....	47
Rule 3017-1	Approval of Disclosure Statement.....	48
Rule 3017-2	Combined Hearings on Approval of Disclosure Statements and Confirmation of Plans in Liquidating Chapter 11 Cases.....	49
Rule 3017-3	Disclosure Statement & Confirmation Briefs and Memoranda.....	52
Rule 3022-1	Closing of Chapter 11 Cases.....	53
Rule 3023-1	Special Procedures in Chapter 13 Matters.....	54

PART IV. THE DEBTOR: DUTIES AND BENEFITS61

Rule 4001-1	Procedure on Request for Relief from the Automatic Stay of 11 U.S.C. § 362(a).....	61
Rule 4001-2	Cash Collateral and Financing Orders.....	64
Rule 4001-3	Investment in Money Market Funds.....	66
Rule 4001-4	Procedures on Motion for Continuation or Imposition of Automatic Stay.....	67
Rule 4002-1	Duties of Debtor under 11 U.S.C. § 521 in Chapter 7 and 13 Cases.....	68
Rule 4003-1	Exemptions.....	69
Rule 4004-1	Automatic Extension of Time to File Complaint Objecting to Discharge in Event of Amendment.....	70
Rule 4007-1	Automatic Extension of Time to File Complaint to Determine Dischargeability of a Debt in Event of Amendment.....	71

PART V.	COURTS AND CLERKS	72
Rule 5001-2	Clerk's Office Location; Hours; After Hours Filings.....	72
Rule 5005-2	Facsimile Documents and Emailed Documents.....	73
Rule 5005-4	Electronic Filing.....	74
Rule 5009-1	Closing of Chapter 7 Cases.....	76
Rule 5009-2	Closing of Chapter 15 Cases.....	77
Rule 5011-1	Motions for Withdrawal of Reference from Bankruptcy Court.....	78
PART VI.	COLLECTION AND LIQUIDATION OF THE ESTATE	79
Rule 6004-1	Sale and Sale Procedures Motions.....	79
PART VII.	ADVERSARY PROCEEDINGS	85
Rule 7001-1	Scope of Rules - Adversary Proceedings.....	85
Rule 7003-1	Adversary Proceeding Cover Sheet.....	86
Rule 7004-1	Service on Foreign Parties.....	87
Rule 7004-2	Summons and Notice of Pretrial Conference in an Adversary Proceeding.....	88
Rule 7007-1	Briefs: When Required and Schedule.....	89
Rule 7007-2	Form and Contents of Briefs and Appendices.....	90
Rule 7007-3	Oral Argument, Hearing on Adversary Proceeding Motions.....	93
Rule 7007-4	Notice of Completion of Briefing or Certificate of No Objection, and Notice of Completion of Briefing Binder.....	94
Rule 7008-1	Statement in Pleadings Regarding Consent to Entry of Order or Judgment in Adversary Proceeding.....	95
Rule 7012-1	Statement in Answer, Motion or Response Thereto Regarding Consent to Entry of Order or Judgment in Adversary Proceeding.....	96
Rule 7012-2	Extension of Time to Plead or File Motion.....	97
Rule 7016-1	Fed. R. Civ. P. 16 Scheduling Conference.....	98
Rule 7016-2	Pretrial Conference.....	100
Rule 7016-3	Telephonic Fed. R. Civ. P. 16 Scheduling Conference or Pretrial Conference.....	103
Rule 7026-1	Discovery.....	104
Rule 7026-2	Service of Discovery Materials.....	105
Rule 7026-3	Discovery of Electronic Documents ("E-Discovery").....	107
Rule 7030-1	Depositions.....	111
Rule 7055-1	Default.....	112

PART VIII.	APPEALS TO DISTRICT COURT OR BANKRUPTCY	
	APPELLATE PANEL	113
Rule 8003-1	Transmittal of Notice of Appeal to Bankruptcy Judge; Committee Notice and Request for Service.....	113
Rule 8003-2	Opinion in Support of Order.....	114
Rule 8004-1	Applicability to Appeals by Leave.....	115
Rule 8009-1	Record on Appeal.....	116
PART IX.	GENERAL PROVISIONS	117
Rule 9004-1	Caption.....	117
Rule 9006-1	Time for Service and Filing of Motions and Objections.....	118
Rule 9006-2	Bridge Orders Not Required in Certain Circumstances.....	120
Rule 9010-1	Bar Admission.....	121
Rule 9010-2	Substitution; Withdrawal.....	124
Rule 9010-3	Appearance by Supervised Law Student.....	125
Rule 9011-4	Signatures.....	127
Rule 9013-1	Motions and Applications.....	128
Rule 9013-3	Service Copies.....	133
Rule 9018-1	Exhibits; Documents under Seal; Confidentiality.....	134
Rule 9019-1	Certificate of Counsel.....	136
Rule 9019-2	Mediator and Arbitrator Qualifications and Compensation.....	137
Rule 9019-3	Assignment of Disputes to Mediation or Voluntary Arbitration.....	143
Rule 9019-4	Arbitration.....	144
Rule 9019-5	Mediation.....	146
Rule 9019-6	Other Alternative Dispute Resolution Procedures.....	155
Rule 9019-7	Notice of Court Annexed Alternative Dispute Resolution Program.....	156
Rule 9022-1	Service of Judgment or Order.....	157
Rule 9027-1	Statements in Notice of Removal or Related Filings Regarding Consent to Entry of Order or Judgment in Core Proceeding.....	158
Rule 9029-2	Guidelines for Communication and Cooperation Between Courts in Cross-Border Insolvency Matters.....	159
Rule 9029-3	Hearing Agenda Required.....	160
Rule 9033-1	Transmittal to the District Court of Proposed Findings of Fact and Conclusions of Law.....	162

Rule 9036-1	Electronic Transmission of Court Notices; Use of Technology in the Courtroom.....	163
Rule 9037-1	Redaction of Personal Data Identifiers.....	164

**PART X. GUIDELINES FOR COMMUNICATION AND COOPERATION
 BETWEEN COURTS IN CROSS-BORDER INSOLVENCY
 MATTERS165**

PART XI. CHRONOLOGY TABLE173

LOCAL FORMS

Fee Application Cover Sheet.....	Local Form 101
Fee Application Attachment B	Local Form 102
Chapter 13 Plan (2017).....	Local Form 103
Chapter 13 Plan Analysis.....	Local Form 103A
Debtor(s) Certification of Plan Completion and Request for Discharge (Chpt. 13).....	Local Form 104
Debtor(s) Certification of Plan Completion and Request for Discharge (Chpt. 11).....	Local Form 104A
Debtors(s) Certification of Plan Completion and Without Discharge (Chpt. 13).....	Local Form 104B
Motion and Order for Admission Pro Hac Vice.....	Local Form 105
Government Attorney Certification.....	Local Form 105A
Notice of Motion.....	Local Form 106
Notice of Motion for Relief from Stay.....	Local Form 106A
Certificate of No Objection.....	Local Form 107
Summons and Notice.....	Local Form 108
Adversary Proceeding Cover Sheet.....	Local Form 109
Application for Admission to Mediation/ Voluntary Arbitration Program Register.....	Local Form 110A
Notice of Dispute Resolution Alternatives.....	Local Form 110B
Notice of Agenda of Matters Scheduled for Hearing.....	Local Form 111
Certificate of Retention of Debtor-In-Possession in Chapter 11.....	Local Form 112A
Certificate of Trustee's Authorization to Operate Debtor's Business in Chapter 7.....	Local Form 112B
Notice of Objection to Claim.....	Local Form 113

Order Under Fed R. Bankr. P. 1015(b) Directing Joint Administration Of Cases.....	Local Form 115
Order On Rule To Show Cause (Regarding Filing of Amended Complaint with Revised Caption).....	Local Form 116
Order On Rule to Show Cause (Regarding Failure to File Creditor Matrix).....	Local Form 117
Certificate Pursuant to Del. Bankr. L.R. 9019- 5(j)(iii).....	Local Form 118
Certificate Pursuant to Del. Bankr. L.R. 9019- 5(j)(vi).....	Local Form 119
Notice of Corrected Social Security Number.....	Local Form 120
Certificate of Service: Notice of Corrected Social Security Number.....	Local Form 121
Motion and Order for Approval for Law Student Appearance (Certification by Law Student to be Admitted Pro Hac Vice).....	Local Form 122
Motion for Redaction of Personally Identifiable Information (General Filed Document).....	Local Form 123
Motion for Redaction of Personally Identifiable Information (Proof of Claim).....	Local Form 124