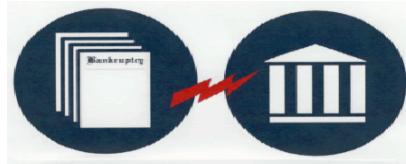U.S. Bankruptcy Court
Western District of Wisconsin

CM/ECF

Version 2 Highlights
October 2003

The following explains the major changes or enhancements of CM/ECF's Version 2.   Note: Some features may become effective AFTER Version 2 has been implemented.

1.   **Internet Payment of Fees.   NOTE: This feature will be added AFTER version 2 has been implemented. More information will follow when the Court implements this module.**

☞   A new feature of Version 2 is the capability for attorneys to make credit card payments via the Internet.

☞   All attorneys who are certified users of CM/ECF in the Western District of Wisconsin can, and should, pay their filing fees by credit card authorization or (in the future) via the Internet. You should use an Internet browser that is set to 128-bit encryption for any documents that require a fee, such as a new petition, motion for relief, etc. **Note: Filing fees are required by the Western District of Wisconsin to be paid in full when paying by credit card and/or the Internet.**

☞   When filing an event that entails a fee, you will see in Figure 1 one screen that has changed slightly:

Figure 1

As Figure 1 indicates, do NOT enter anything in the receipt field if you will be paying with your credit card. Proceed with filing. **NOTE: AT PRESENT, CONTINUE TO ENTER "CC" IN THE RECEIPT NUMBER FIELD UNTIL YOU RECEIVE FURTHER INFORMATION ABOUT THIS FEATURE.**

☞ After receiving your Notice of Electronic Filing, another screen will pop up as follows:

Figure 2

☞ If you choose to continue filing, CM/ECF records the charge and displays it each time you docket an event. This feature is helpful when you are filing documents for several cases. When entering the last pleading, you can make one payment for all outstanding filing fees. This screen will pop up for each filing until the fees are paid.

☞ When you choose to "pay now," you will be prompted for your credit card information - type, card number and expiration date. After submitting this information, the final screen you see will verify that your transaction has been completed and give you a transaction number.

US_Courts@iccc.gov: Payment Collections - Microsoft Internet Explorer
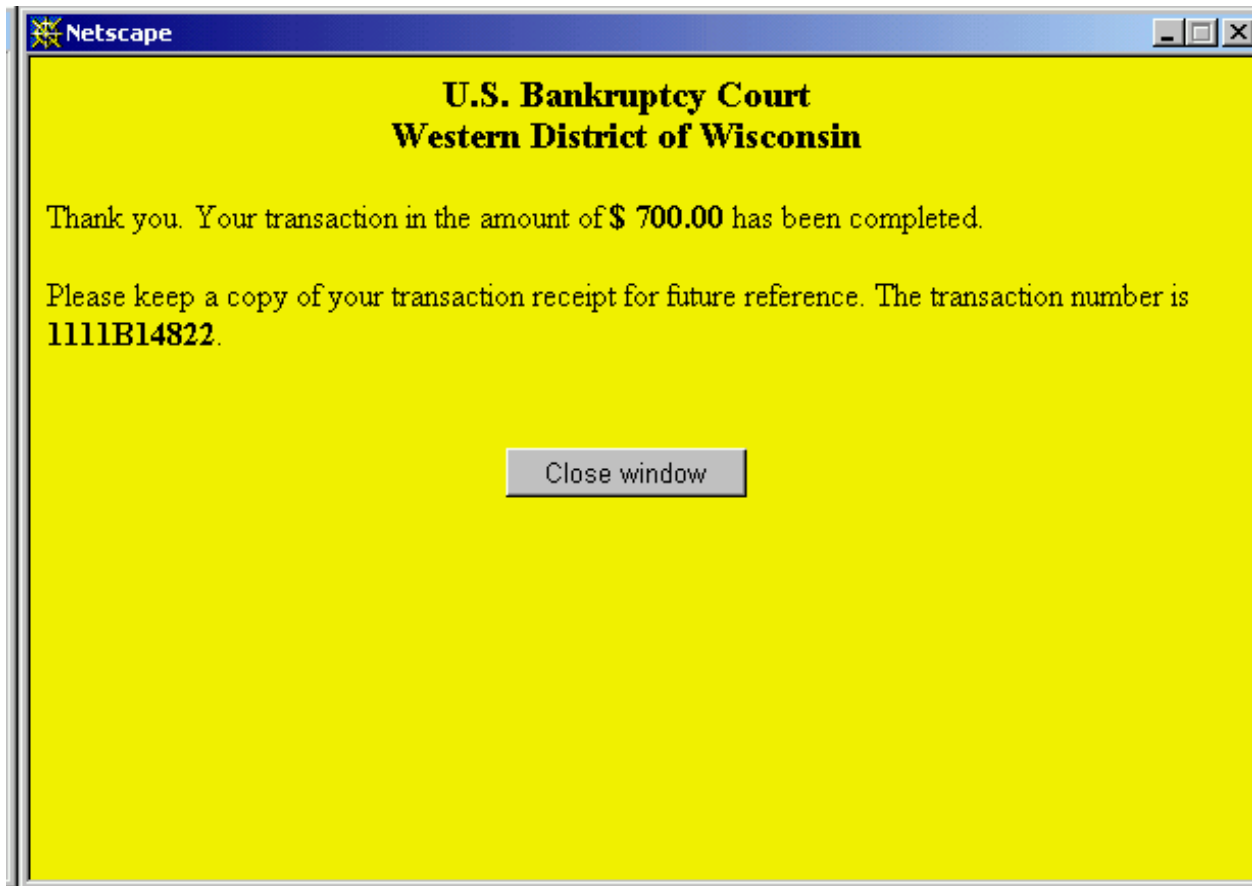
Please enter your credit card information below:

Name:	Donald Testattorney2_MD
Total:	$225.00
Card Type:	Please select a card type
Card Number:	
Expiration Date:	10 2003
	Submit Payment

**For your privacy and protection,
the information submitted here is encrypted using 128-bit SSL.**

2.   Linking/Referencing Existing Documents

☞   Linking/referencing has been streamlined so that in certain transactions, you are presented with the list of potential documents immediately rather than having to select the category to which your document relates. For example, because the motion to modify plan always links to the plan, you will not have to select the plan category in order to see the plan(s) in the case. The list of plans will be presented to you are part of the docket transaction.

☞   Certain events make linking mandatory. Let's look at the new behavior of the "Objection" code. You will no longer be asked, "Does this filing refer to an existing document in this case?" Instead, you will need to select the applicable category(ies) before the system will proceed as follows:

Figure 3

Linking to some documents will be optional. See Figure 4: "Refer to existing event(s)?" If you do not want to link to another document, simply select "Next." If you check the box, you will then be asked to choose the event category of the document you wish to refer (see Figure 3 above).

Figure 4

☞ Certain documents will automatically bring up the appropriate documents to which the current document applies. For example, when filing a Notice of Objection to Claim, the system will display all the Objections to Claims currently on file as follows:

Figure 5

3. Related Docket Text

☞ Another enhanced feature of Version 2 is that the system will now add in related document text. This means no more copying/pasting/typing the name of the previously-filed document! For example, when filing a Brief/Memorandum that is linked to a previously filed Motion for Relief from Stay and Abandonment, the system automatically adds in "Motion for Relief from Stay and Abandonment" to the docket text as follows:

Figure 6

4. Combined Filing Events

☞ You have been asking for combined filing events - and with Version 2 you get them!

☞ In Figure 7 a Motion for Relief from Stay is being filed. (note: system enters a default date which you can change based on the objection time given in your notice):

Figure 7

NOTE: The Motion should always be the first document listed in the PDF document for your Motion, Notice, and Proof of Service OR file the Motion first and attach the Notice and Proof of Service as attachments. Each PDF document should be 50 pages or less for more efficient uploading/downloading.

☞ ECF will now automatically add in text "Notice/Proof of Service - Last Day to File Objections/Request for Hearing: 9/9/03" as shown in Figure 8:

Figure 8

☞ If you are filing a Motion WITHOUT a Notice and Proof of Service, remove the date that appears in the "Last Day to File Objections/Request for Hearing" (leave blank) as follows:

Figure 9

☞ By removing the date for the "Notice," the system will delete the added text of "Notice/Proof of Serve - Last Day to File Objections/Request for Hearing: 9/9/03" as displayed in Figure 10:

Figure 10

5. Terminated Parties on Party Pick List

☞ Terminated parties will now appear in the party filer pick list. This is helpful when a party has been terminated in the instance of a withdrawal or conversion, but the terminated party still needs to file a document as shown in Figure 11.

Figure 11

6. Automatic Assignment

☞ Version 2 will now assign the judge, the trustee, and the 341 meeting date/time for all chapters!

☞ Remember, opening a bankruptcy case is a 3-step process:

1) Open bankruptcy case

2) Upload creditor matrix (.txt) **

3) Judge/Trustee Assign

** NOTE: Cases without creditor uploads will error and prevent automatic assignment of all cases filed as shown in Figure 12**:

Figure 12

This may take a few minutes...Please be patient. A confirmation screen will appear.

Case 3-03-10074 is missing creditor.