Bankruptcy Form Preparation Software Companies
Vendor Fair
Meeting Summary

Friday, December 16, 2005

On December 16, 2005, the Administrative Office of the U.S. Courts and the Executive Office for the United States Trustees hosted a meeting for all interested vendors on the new "smart forms" technical standard for electronically filing bankruptcy forms with the U.S. Bankruptcy Courts.

Attendees:

       Please see attached lists

Background and Overview of New Data Enabled Smart Forms Standard

*   Monique Bourque of the United States Trustees Program (USTP) provided an overview of the events leading to the new data enabled form standard.

*   Specifically, for several years, the USTP has been discussing the possibility of creating data enabled forms with the Administrative Office of the U.S. Courts (AOUSC). The USTP and AOUSC established a technical working group to initially focus on implementing the daily exchange of filing data from CM/ECF to the USTP.

*   In 2004, the USTP and AOUSC tested a "proof-of -concept" for filing a data enabled form through the test CM/ECF system.

*   The new Bankruptcy Abuse Prevention and Consumer Protection Act (BAPCPA) requirements raised the priority of pursuing a data enabled form standard. The USTP felt it would be much more efficient, and would save taxpayer's money, to perform the USTP's review and annual reports and other statistical reports if they were able to electronically parse the petitions and schedules on a more granular level. For example, new BAPCPA review requirements include means test, Chapter 11 small business, and new studies and reports (means test analysis, household goods analysis, debtor audits annual reporting). Plus, the Small Business Administration is required to report on Chapter 11 small businesses.

*   In addition, the courts could automate more of their internal tracking and reporting as well as other potential benefits to the private trustee community and the bankruptcy community – such as end-users of PACER.

*   In order to receive the data electronically, the USTP and the AOUSC looked at setting a standard, one that would integrate with the existing CM/ECF system "as is".

*   After many meetings and discussions over this past summer, the AOUSC and the USTP

released a new standard for vendor comment in June and adoption in September.

* The current Acroform standard **is not mandatory** at this time. However, it is the only data enabled form standard accepted by CM/ECF. Long term - if it appears the data enabled form standard is not being universally adopted, then a mandatory standard will be considered by the AOUSC.

* The AOUSC expects to stay with the Acroform standard for the foreseeable future since it fits in nicely with the archive requirements identified by NARA (National Archives and Records Administration). However, we anticipate some modifications to the schema as the process is refined. For example, the schema needs to be modified to accommodate filing combined forms (to ensure all names are unique across forms), and the address information needs to be changed to follow the format in place for Case Upload.

* The Data Schema is available at www.usdoj.gov/ust and at the AOUSC's PACER page for developers at: http://pacer.psc.uscourts.gov/cmecf/developer/index.html (the pages are linked). Note that the Instructions/Legend Page offers some guidance on repeating rows/fields. Also, note hidden/non-displayed tags.

* Monique Bourque also provided an overview of the schedule for posting the Census Bureau income and IRS expense data. This data will be updated annually. The IRS data is updated usually in January of each year and the Census Bureau data is updated usually in August of each year. Any delays in this schedule will be posted to the Census Bureau, IRS and USTP websites. In addition, the Census Bureau data may be adjusted at the beginning of the calendar year. The Chapter 13 multiplier information will be updated annually at the beginning of the calendar year along with the IRS data.

* John Brinkema of the AOUSC provided an overview of why Acroform was selected as the standard and the issues surrounding PDF, PDF/A, and XML. John Brinkema also provided an overview along with some examples of his research into the use of various commercial merging and open source tools to manipulate data enabled forms (both populating and extracting data to create an Forms Data Format (FDF) file, for example). For a copy of John's PowerPoint presentation, please go to: http://www.pacer.psc.uscourts.gov/documents/smart_forms_present_121605.pdf

* Diane Traylor of the AOUSC provided the status of the upcoming CM/ECF releases for the bankruptcy courts. Tom Lane also of the AOUSC provided an overview of the new Claims Batch Filing Process. Specifically, Release 3.0 is due out in late January 2006 for Solaris and in March 2006 for Linux. Of most interest to vendors, Release 3.0 will offer the new Case Upload feature and include a claims batch filing module. Release 3.1, due out in August 2006, will address the statistical gathering requirements under the new bankruptcy legislation as well as requirements put forth by the Judicial Conference's Committee on the bankruptcy system. The PowerPoint slides of this portion of the meeting may be found at: http://pacer.psc.uscourts.gov/documents/data_enabled_bkforms.pdf

<u>Please note</u>: If you would like access to the test version of the above releases, you must coordinate with local courts to gain access to their test sites once they have upgraded to the above versions.

*   In general, additional forms may be added to the data enabled form library/suite. Currently, just the petitions, schedules, statement of financial affairs, and means test forms are defined.

Attendee Suggestions and Comments

- Several individuals requested to be notified of changes or new postings to the USTP and PACER data enabled web pages. Plus, a mechanism for collaboration was requested.

> *– USTP and AOUSC will use the vendor e-mail contact list (used to announce this meeting) to notify companies when updates to the web pages are made.*

- Some attendees suggested that a posted list of local court IT contacts would be helpful.

> *- AOUSC staff will pursue this suggestion.*

- One vendor noted that we may want to consider data enabling the B21 form (Social Security number form) and B10 (claim form).

> *- AOUSC and USTP will consider this suggestion.*

- One attendee asked how one could get access to preferred mailing addresses for creditors.

> *- AOUSC staff indicated that the issue of posting this information to the general public user is under consideration within the AOUSC. Posting the creditor's preferred address for court produced notices could be misleading due to other noticing address requirements in the BAPCPA.*

- A suggestion was made that courts not be so quick to "blackball" a company's product when a bug is discovered.

> *- AOUSC will relay this suggestion to the bankruptcy clerks.*

- A suggestion was made that courts post and date all of their local forms on their web pages.

> *- AOUSC will relay this suggestion to the bankruptcy clerks.*

The AOUSC requested that software firms always use correct county codes and referred to the national list posted on the developer page at:

http://pacer.psc.uscourts.gov/cmecf/developer/case_upload.html

Meeting Adjourned.

Vendor Fair RSVP Attendee List
December 16, 2005

Last Name	First Name	Company
Annillo	Al	EPIQ Systems, Inc.
Balthis	David	Forms Masters, Inc., Columbia, MD
Bourque	Monique	USTP/EOUST
Brinkema	John	AOUSC – Office of Information Technology
Felman	Philip	Thomson-West, Rochester, NY
Fielder	Charlie	LegalPRO Systems, Inc., San Antonio, TX
Good	Ray	USTP/EOUST
Hazard	Suzanne	USTP/EOUST
Hymson	Frank	Appligent, Lansdowne, PA
Krofick	Randy	North Winds

Last Name	First Name	Company
Lane	Tom	AOUSC - Bankruptcy Court Administration Division
Lebens	Barbara	EPIQ Systems
Mancini	John	Best Case Solutions, Chicago, IL
Miller	Jason	EPIQ Systems
Morrison	Michael	NMS Imaging, MD
Murphy	Bob	EPIQ Systems
Paulsen	Jeff	Best Case Solutions, Chicago, IL
Radovan	Patty	EPIQ Systems, Inc.
Robinson	Robby	AOUSC - Bankruptcy Court Administration Division
Rubin	David	Lexis Nexis
Salisbury	Shayne	EPIQ Systems
Scura	William	Ramapo Information Systems
Singal	Raj	Trustee Solutions
Singh	Manjit	USTP/EOUST (Contractor)

Last Name	First Name	Company
Smiley	James	Ramapo Information Systems
Traylor	Diane	AOUSC -Technology Division
Wafer	John	Forms Masters, Inc., Columbia, MD
Waite	Mike	USTP/EOUST
Watkins	David	BMS7

12/16/2005 Vendor Fair Teleconference Attendee List

Name	Company
Eileen Chu Hung	Zios Corp., Philadelphia, PA
Patrick Bolger	IBM Software Group, VA
Jack Royal-Gordon	BMS7
Marty Mohr	EZ-Filing
Frederick Rogovy	Bankruptcy 2005
Marcy Lamport	Thomson-West
Don Milo	Thomson-West
Doug Rideout	Cornerstone Computing Group, WA
Rich Walker	LegalPRO Systems, Inc., San Antonio, TX
Marty Quinn	Bankruptcy Software Specialist, Memphis, TN
Dan Dawson	Aspiration Software, Inc.
Ibironke Majekodunmi	Lexis-Nexis
Don Walton	USTP/EOUST
Fred Staples	Compu-Management
Rob Degregory	Thomson
Cindy Rushing	Compu-Management