



**UNITED STATES BANKRUPTCY COURT**  
CENTRAL DISTRICT OF CALIFORNIA  
OFFICE OF THE CLERK

**JON D. CERETTO**  
Executive Officer  
Clerk of Court

**PUBLIC NOTICE**

**RE: CONSENT TO ELECTRONIC NOTICE AND SERVICE OF  
DOCUMENTS ON UNITED STATES TRUSTEE  
EFFECTIVE APRIL 1, 2008**

The United States Trustee ("U.S. Trustee") has consented to receive electronic notice and service of most documents filed with the United States Bankruptcy Court for the Central District of California. This applies in all bankruptcy cases regardless of petition date, and in all adversary proceedings filed on or after April 1, 2008. The following guidelines apply when providing notice and service of documents on the U.S. Trustee:

**1) Documents Filed in Bankruptcy Cases and Adversary Proceedings:**

Persons and entities do not need to serve the U.S. Trustee with a paper copy of any document filed unless the document is on the attached *Exceptions to Electronic Notice & Service on the United States Trustee* ("Exceptions" list). The electronic transmission to the U.S. Trustee of a Notice of Electronic Filing ("NEF") with a hyperlink to a document, or via a similar procedure through the Bankruptcy Noticing Center ("BNC"), constitutes notice [per FRBP 2002 and LBR 2002-2(a)(1)] and service [per FRBP 9034 and LBR 2002-2(a)(1)]. When preparing a Proof of Service list, indicate that the U.S. Trustee will be served electronically by the Court.

**2) Entered Orders and Judgments**

Similarly, the Court does not need to serve the U.S. Trustee with a paper copy of any entered order or judgment in a bankruptcy case or adversary proceeding. The electronic transmission to the U.S. Trustee of an NEF with a hyperlink to a document, or via a similar procedure through the BNC constitutes completion of the Court's duty to serve the entered order or judgment per FRBP 9022. When preparing a Service List for Notice of Entry of Order, indicate that the U.S. Trustee will be served electronically by the Court.

Note: This consent does **not** apply when a person or entity is serving the U.S. Trustee or any of the U.S. Trustee's staff in their capacity as individuals. Please refer to the attached "*Exceptions*" list or the Court's CM/ECF Administrative Procedures for those documents exempted from electronic notice and service. The CM/ECF Administrative Procedures can be accessed from the Court's website at [www.cacb.uscourts.gov](http://www.cacb.uscourts.gov), under Electronic Systems & Status>CM/ECF Home Page.

For questions regarding the U.S. Trustee's consent to electronic notice and service, please contact our ECF Help Desk at (213) 894-2365.

**JON D. CERETTO**  
**CLERK OF COURT**

**08-007 (3/20/08)**

## Exceptions to Electronic Notice & Service on United States Trustee

Beginning April 1, 2008, persons or entities filing the following documents must also serve the U.S. Trustee by U.S. mail, overnight mail, Federal Express, or courier on or before the date the document is filed. The proof of service must indicate that the U.S. Trustee was served via one of the foregoing forms of service for:

- A) **Proposed Orders or Judgments** - Persons and entities must continue to comply with the Court's Local Bankruptcy Rules regarding service of proposed orders or judgments, whether or not the proposed order or judgment is electronically lodged via the Court's Electronic Lodged Upload (LOU) program.
- B) **Complaints Served Upon United States Trustee as a Defendant** - Persons and entities must comply with FRBP 7004(b)(10) when the U.S. Trustee is named in an adversary proceeding as a party within the meaning of Part VII of the FRBP, whether or not the U.S. Trustee is a trustee in the case. This requirement is consistent with the Court's CM/ECF Administrative Procedures, paragraph VII.A.
- C) **Other Documents Specified in the Court's CM/ECF Administrative Procedures or Local Bankruptcy Rules (LBR) relevant to Electronic Notice & Service** - Persons and entities must comply with the Court's other LBR and CM/ECF Administrative Procedures that require non-electronic notice and/or service of specified documents.
- D) **Special Situations** - Persons and entities filing the following documents must serve the U.S. Trustee by U.S. mail, overnight mail, Federal Express, or courier on or before the date that the document is filed. The proof of service must indicate that the U.S. Trustee was served via one of the foregoing forms of service for:
  - 1) **Documents exceeding 50 pages in length.** When determining page length, all pages, including but not limited to exhibits, declarations and proof of service, are to be counted.
  - 2) **All Requests to Hear Matters on Emergency Basis or Shortened Notice, or for Relief Without Hearing.** These documents include papers:
    - a) making the request;
    - b) responding to the request; and
    - c) relating to chapter 11 first day motions.
  - 3) **Any Document Filed within 10 Days of a Hearing.** This includes documents:
    - a) filed timely or untimely;
    - b) related to hearings set on regular notice; and
    - c) related to hearings set on shortened notice or emergency basis.
  - 4) **Individual Capacity Matters (e.g., complaints, motions or other filings filed against the United States Trustee and/or any of the United States Trustee's staff in their capacity as individuals).** The service of any such filing must be made in compliance with either Rule 4 of the Federal Rules of Civil Procedure and with any and all other applicable rules or civil, bankruptcy and/or appellate procedure.