

INSTRUCTIONS RE CHAMBER COPIES

HON. RICHARD M. NEITER

COURTROOM 1645

As a general rule, **Judge's hard copies of all pleadings filed that are set for a hearing are prerequisites to having an application or motion heard.** No motion will be scheduled for a hearing unless a copy of all pleadings filed pertaining to the motion or application is submitted to the Court's chambers within 24 hours of the filing of the pleading and the motion or application is filed in accordance with the Appendix F to the Court Manual and LBR 5005-2(d). Copies of emergency motions must be filed no later than 2 court days prior to the hearing.

With respect to pleadings on matters that are eligible for self-calendaring, the filing party **shall** deliver to the Intake Office of the Los Angeles division a hard copy of the pleading filed for the Judge Neiter's Courtroom Deputy. A second hard copy **shall** be delivered to the Judge Neiter's chambers located on the 16th Floor of the Roybal Federal Building, 255 East Temple Street, Suite 1652, Los Angeles, CA 90012.

Any chambers copy of a pleading filed electronically must be accompanied by an ECF receipt or a Notice of Electronic Filing stapled or fastened at the end of the pleading to show proof of filing the original document, and stamped "**Judge's Copy**" or "**Chambers Copy**". The chambers copy must also conform to the requirements of Local Bankruptcy Rule 5005-2(d) and the Court Manual, Appendix F, including the format and tabbing of exhibits. In addition, **Judge's Copies of pleadings that contain 5 exhibits or more must be placed in a binder and tabbed accordingly with a Table of Contents of the exhibits submitted.**

E-filed responsive pleadings will not be considered unless a chambers copy is provided timely to the Court.