

**NOTICE RE SELF-CALENDARING SYSTEM FOR
JUDGE PETER H. CARROLL'S CASES**
Effective January 1, 2015

Judge Peter H. Carroll holds court in **Courtroom # 201, United States Bankruptcy Court, 1415 State Street, Santa Barbara, California**. Please refer to the appropriate Federal Rules of Bankruptcy Procedure and Local Bankruptcy Rules (“LBRs”) regarding the filing and service of motions.

Judge Peter H. Carroll has a self-calendar system which permits counsel and parties to schedule hearing dates for matters heard on regular notice without prior approval from chambers or the Courtroom Deputy. Judge Carroll’s calendar of available dates and times for hearings is posted on the court’s website (www.cacb.uscourts.gov).

Effective January 1, 2015, any matter requiring a hearing on regular notice must be set on a date selected from the calendar according to these instructions. Matters that do not require a hearing may be filed in accordance with LBR 9013-1(o)(1).

I. HEARING DATES.

A. Chapter 7 & Motions Regarding the Stay.¹

All motions, except motions in adversary proceedings, in cases under Chapter 7 must be set at **10:00 a.m.** on an available “Motions Re Stay & Chapter 7” calendar date. Reaffirmation hearings will be set by the court. All motions regarding the stay in cases under Chapter 7 and 13 must set at **10:00 a.m.** on an available “Motions Re Stay & Chapter 7” calendar date. Motions regarding the stay in cases under Chapter 11 must be set on an available Chapter 11 calendar date.

B. Chapters 9, 11 and 12.

Disclosure statement and confirmation hearings, and all motions, except motions in adversary proceedings, in cases under Chapters 9, 11 and 12 must set at **10:00 a.m.** on an available “Chapter 11” calendar date. Status conferences in Chapter 9, 11 and 12 cases will be set by the court.

C. Chapter 13.

All motions, except (a) motions regarding the stay and (b) motions in adversary proceedings, must be set at **10:00 a.m.** on an available “Chapter 13” calendar date. Confirmation hearings will be set by the court.

D. Adversary Proceedings.

Motions in adversary proceedings must be set at **10:00 a.m.** on an available “Adv. Proceedings” calendar date. Status conferences, pretrial conferences and trial dates in adversary proceedings will be set by the court.

¹ Motions regarding the stay include motions for relief from stay, to continue the stay under § 362(c)(3), to impose the stay under § 362(c)(4), or to confirm that no stay is in effect.

II. INSTRUCTIONS.

- STEP 1: Select an available date and time from the calendar for the type of matter that you want to have heard by the court.
- STEP 2: Prepare a notice of hearing for the date and time you have selected. If your motion is regarding the stay, the motion and notice of hearing must be in the form required by LBR 4001-1(b) [F 4001-1 series of the court-approved forms].
- PLEASE NOTE:** If you choose a date for a relief from stay hearing that is greater than 30 days from the date you file your motion, you are deemed to have waived the time limits of 11 U.S.C. § 362(e).
- STEP 3: Schedule hearing dates to give sufficient notice of all matters to all parties entitled to receive such notice pursuant to applicable provisions of the LBRs and Federal Rules of Bankruptcy Procedure. Moving parties are referred to LBR 9013-1(i) regarding evidence supporting the motion.
- STEP 4: File and serve your papers in a timely manner! Late filed moving papers cannot be placed on the calendar date you have chosen and you will be notified by the court to arrange an alternative date. Refer to the LBRs and Federal Rules of Bankruptcy Procedure for applicable filing and service deadlines. If proof of service is insufficient, the moving party's motion may be continued or denied. The date and time of the scheduled hearing is required to appear on all documents next to the caption box. **A Judge's Copy of all papers is required to be served on the Judge's chambers in the form and manner required by LBR 5005-2(d).** See Court Manual, Appendix F.
- STEP 5: If the date selected is unavailable for any reason, the court will contact you to arrange an alternative date. LBR 9004-1(a)(1) and the Court Manual require that you include your telephone number, fax number, and e-mail address at the top left corner of the pleading.
- STEP 6: After the hearing, a proposed order should be submitted electronically via the Lodged Order Upload program ("LOU") in accordance with the LOU Procedures contained in Section 4 of the Court Manual posted on the court's website. **Except as provided by LBR 9021-1(b)(1)(B), a proposed order must not be submitted or uploaded on LOU prior to the hearing absent permission of the court.**

The court will make every reasonable effort to honor your selected hearing date. However, the court reserves the right to reschedule any hearing. You will be promptly notified if your hearing has been re-set.

III. TELEPHONIC APPEARANCES.

Please refer to the "Notice Re Judge Peter H. Carroll's Procedures for Telephonic Appearances" posted in the Judge's courtroom and available under the "Judges" section of the court's web site (www.cacb.uscourts.gov). Questions regarding the Northern Division court calendar should be directed to Ryan Zick, Generalist Clerk, at (805) 884-4883.