TABLE OF CONTENTS

**Page**

[PART I. COMMENCEMENT OF CASE; PROCEEDINGS RELATING TO PETITION AND ORDER FOR RELIEF 1](#_Toc62166224)

[Rule 1001-1 Scope of Rules 1](#_Toc62166225)

[Rule 1002-1 Commencement of Case 3](#_Toc62166226)

[Rule 1003-1 Entry of Order for Relief on Involuntary Petition 4](#_Toc62166227)

[Rule 1006-1 Filing Fees 5](#_Toc62166228)

[Rule 1007-1 Lists, Schedules and Statements 6](#_Toc62166229)

[Rule 1007-2 List of Creditors/Mailing Matrix 7](#_Toc62166230)

[Rule 1009-1 Notice by Chapter 7, Chapter 12 or Chapter 13 Debtor to Creditors Not Scheduled Prior to Meeting of Creditors 8](#_Toc62166231)

[Rule 1009-2 Notice of Amendment of Schedules in Chapter 11 Cases 9](#_Toc62166232)

[Rule 1014-1 Transfer of Cases or Adversary Proceedings to Another District 10](#_Toc62166233)

[Rule 1015-1 Joint Administration of Cases Pending in the Same Court 11](#_Toc62166234)

[Rule 1016-1 Suggestion of Death 12](#_Toc62166235)

[Rule 1017-1 Petition Deficiencies 13](#_Toc62166236)

[Rule 1017-2 Dismissal of Chapter 11 Case 14](#_Toc62166237)

[Rule 1017-3 Closing of Cases by Substantive Consolidation. 15](#_Toc62166238)

[PART II. OFFICERS AND ADMINISTRATION; NOTICES; MEETINGS; EXAMINATIONS; ELECTIONS; ATTORNEYS AND ACCOUNTANTS 16](#_Toc62166239)

[Rule 2002-1 Notices to Creditors, Equity Security Holders, United States and United States Trustee 16](#_Toc62166240)

[Rule 2003-1 Submission of Interrogatories in Lieu of Live Testimony at Meetings Conducted under 11 U.S.C. § 341 in Chapter 7 and Chapter 13 Cases 22](#_Toc62166241)

[Rule 2004-1 Rule 2004 Examinations 23](#_Toc62166242)

[Rule 2011-1 Certification of Debtor-in-Possession Status or Trustee Qualification 25](#_Toc62166243)

[Rule 2014-1 Employment of Professional Persons 26](#_Toc62166244)

[Rule 2015-2 Debtor-in-Possession Bank Accounts in Chapter 11 Cases 27](#_Toc62166245)

[Rule 2016-1 Disclosure of Compensation 28](#_Toc62166246)

[Rule 2016-2 Motion for Compensation and Reimbursement of Expenses 29](#_Toc62166247)

[PART III. CLAIMS AND DISTRIBUTION TO CREDITORS AND EQUITY INTEREST HOLDERS; PLANS 33](#_Toc62166248)

[Rule 3001-1 Filing Proof of Claim; Transfer of Claim 33](#_Toc62166249)

[Rule 3002-1 Government Deadline to File Proof of Claim. 34](#_Toc62166250)

[Rule 3003-1 Proofs of Claim in Chapter 11 Cases 35](#_Toc62166251)

[Rule 3007-1 Omnibus Objection to Claims 36](#_Toc62166252)

[Rule 3007-2 Service of Objections to Claims; Notices in Lieu of Full Objection 44](#_Toc62166253)

[Rule 3011-1 Deposit or Release of Funds Paid into the Registry of the Court 45](#_Toc62166254)

[Rule 3011-2 Motion for Release of Funds Paid into the Registry of the Court - Confidentiality 46](#_Toc62166255)

[Rule 3015-1 Chapter 12 Plan and Confirmation Requirements 47](#_Toc62166256)

[Rule 3016-1 Plan and Disclosure Statement Documents and Required Forms in Subchapter V Cases 48](#_Toc62166257)

[Rule 3016-2 Plan Supplements 49](#_Toc62166258)

[Rule 3017-1 Approval of Disclosure Statement. 50](#_Toc62166259)

[Rule 3017-2 Combined Hearings on Approval of Disclosure Statements and Confirmation of Plans in Liquidating Chapter 11 Cases. 51](#_Toc62166260)

[Rule 3017-3 Disclosure Statement & Confirmation Briefs and Memoranda 54](#_Toc62166261)

[Rule 3022-1 Closing of Chapter 11 Cases 55](#_Toc62166262)

[Rule 3023-1 Special Procedures in Chapter 13 Matters 56](#_Toc62166263)

[PART IV. THE DEBTOR: DUTIES AND BENEFITS 63](#_Toc62166264)

[Rule 4001-1 Procedure on Request for Relief from the Automatic Stay of 11 U.S.C. § 362(a) 63](#_Toc62166265)

[Rule 4001-2 Cash Collateral and Financing Orders 66](#_Toc62166266)

[Rule 4001-3 Investment in Money Market Funds 71](#_Toc62166267)

[Rule 4001-4 Procedures on Motion for Continuation or Imposition of Automatic Stay 72](#_Toc62166268)

[Rule 4002-1 Duties of Debtor under 11 U.S.C. § 521 in Chapter 7 and 13 Cases 73](#_Toc62166269)

[Rule 4003-1 Exemptions 74](#_Toc62166270)

[Rule 4004-1 Automatic Extension of Time to File Complaint Objecting to Discharge in Event of Amendment 75](#_Toc62166271)

[Rule 4007-1 Automatic Extension of Time to File Complaint to Determine Dischargeability of a Debt in Event of Amendment 76](#_Toc62166272)

[PART V. COURTS AND CLERKS 77](#_Toc62166273)

[Rule 5001-2 Clerk's Office Location; Hours; After Hours Filings 77](#_Toc62166274)

[Rule 5005-2 Facsimile Documents and Emailed Documents 78](#_Toc62166275)

[Rule 5005-4 Electronic Filing and Service 79](#_Toc62166276)

[Rule 5009-1 Closing of Chapter 7 Cases 81](#_Toc62166277)

[Rule 5009-2 Closing of Chapter 15 Cases 82](#_Toc62166278)

[Rule 5010-1 Reopening Cases 83](#_Toc62166279)

[Rule 5011-1 Motions for Withdrawal of Reference from Bankruptcy Court 84](#_Toc62166280)

[PART VI. COLLECTION AND LIQUIDATION OF THE ESTATE 85](#_Toc62166281)

[Rule 6004-1 Sale and Sale Procedures Motions 85](#_Toc62166282)

[PART VII. ADVERSARY PROCEEDINGS 91](#_Toc62166283)

[Rule 7001-1 Scope of Rules – Adversary Proceedings 91](#_Toc62166284)

[Rule 7003-1 Adversary Proceeding Cover Sheet 92](#_Toc62166285)

[Rule 7004-2 Summons and Notice of Pretrial Conference in an Adversary Proceeding 93](#_Toc62166286)

[Rule 7007-1 Briefs: When Required and Schedule 94](#_Toc62166287)

[Rule 7007-2 Form and Contents of Briefs and Appendices 95](#_Toc62166288)

[Rule 7007-3 Oral Argument, Hearing on Adversary Proceeding Motions 98](#_Toc62166289)

[Rule 7007-4 Notice of Completion of Briefing or Certificate of No Objection, and Notice of Completion of Briefing Binder 99](#_Toc62166290)

[Rule 7008-1 Statement in Pleadings Regarding Consent to Entry of Order or Judgment in Adversary Proceeding 100](#_Toc62166291)

[Rule 7012-1 Statement in Responsive Pleading Regarding Consent to Entry of Order or Judgment in Adversary Proceeding 101](#_Toc62166292)

[Rule 7012-2 Extension of Time to Plead or File Motion 102](#_Toc62166293)

[Rule 7016-1 Fed. R. Civ. P. 16 Scheduling Conference 103](#_Toc62166294)

[Rule 7016-2 Pretrial Conference 105](#_Toc62166295)

[Rule 7016-3 Telephonic Fed. R. Civ. P. 16 Scheduling Conference or Pretrial Conference 108](#_Toc62166296)

[Rule 7026-1 Discovery 109](#_Toc62166297)

[Rule 7026-2 Service of Discovery Materials 110](#_Toc62166298)

[Rule 7026-3 Discovery of Electronic Documents ("E-Discovery") 112](#_Toc62166299)

[Rule 7030-1 Depositions 116](#_Toc62166300)

[Rule 7055-1 Default 117](#_Toc62166301)

[PART VIII. APPEALS TO DISTRICT COURT OR BANKRUPTCY APPELLATE PANEL 118](#_Toc62166302)

[Rule 8003-1 Transmittal of Notice of Appeal to Bankruptcy Judge; Committee Notice and Request for Service 118](#_Toc62166303)

[Rule 8003-2 Opinion in Support of Order 119](#_Toc62166304)

[Rule 8004-1 Applicability to Appeals by Leave 120](#_Toc62166305)

[Rule 8009-1 Record on Appeal 121](#_Toc62166306)

[Rule 8024-1 Notice of Disposition of Appeal 122](#_Toc62166307)

[PART IX. GENERAL PROVISIONS 123](#_Toc62166308)

[Rule 9004-1 Caption 123](#_Toc62166309)

[Rule 9006-1 Time for Service and Filing of Motions and Objections 124](#_Toc62166310)

[Rule 9006-2 Bridge Orders Not Required in Certain Circumstances 126](#_Toc62166311)

[Rule 9010-1 Bar Admission 127](#_Toc62166312)

[Rule 9010-2 Substitution; Withdrawal 130](#_Toc62166313)

[Rule 9010-3 Appearance by Supervised Law Student 131](#_Toc62166314)

[Rule 9011-4 Signatures 133](#_Toc62166315)

[Rule 9013-1 Motions and Applications 134](#_Toc62166316)

[Rule 9013-3 Service Copies 139](#_Toc62166317)

[Rule 9018-1 Exhibits; Documents under Seal; Confidentiality 140](#_Toc62166318)

[Rule 9019-1 Certificate of Counsel 145](#_Toc62166319)

[Rule 9019-2 Mediator and Arbitrator Qualifications and Compensation 146](#_Toc62166320)

[Rule 9019-3 Assignment of Disputes to Mediation or Voluntary Arbitration 152](#_Toc62166321)

[Rule 9019-4 Arbitration 153](#_Toc62166322)

[Rule 9019-5 Mediation 155](#_Toc62166323)

[Rule 9019-6 Other Alternative Dispute Resolution Procedures 164](#_Toc62166324)

[Rule 9019-7 Notice of Court Annexed Alternative Dispute Resolution Program 165](#_Toc62166325)

[Rule 9022-1 Service of Judgment or Order 166](#_Toc62166326)

[Rule 9027-1 Statements in Notice of Removal or Related Filings Regarding Consent to Entry of Order or Judgment in Core Proceeding 167](#_Toc62166327)

[Rule 9029-2 Modalities and Guidelines for Communication and Cooperation Between Courts in Cross-Border Insolvency Matters 168](#_Toc62166328)

[Rule 9029-3 Hearing Agenda Required 169](#_Toc62166329)

[Rule 9033-1 Transmittal to the District Court of Proposed Findings of Fact and Conclusions of Law 171](#_Toc62166330)

[Rule 9036-1 Electronic Transmission of Court Notices; Service on Registered CM/ECF Users; Use of Technology in the Courtroom 172](#_Toc62166331)

[Rule 9037-1 Redaction of Personal Data Identifiers 174](#_Toc62166332)

[PART X. MODALITIES OF COURT-TO-COURT COMMUNICATION 175](#_Toc62166333)

[PART XI. CHRONOLOGY TABLE 187](#_Toc62166334)

LOCAL FORMS

Fee Application Cover Sheet Local Form 101

Fee Application Attachment B Local Form 102

Chapter 13 Plan (2017) Local Form 103

Chapter 13 Plan Analysis Local Form 103A

Debtor(s) Certification of Plan Completion and  
Request for Discharge (Chpt. 13) Local Form 104

Debtor(s) Certification of Plan Completion and  
Request for Discharge (Chpt. 11) Local Form 104A

Debtors(s) Certification of Plan Completion and Without Discharge (Chpt. 13). Local Form 104B

Motion and Order for Admission Pro Hac Vice Local Form 105

Government Attorney Certification Local Form 105A

Notice of Motion Local Form 106

Notice of Motion for Relief from Stay Local Form 106A

Certificate of No Objection Local Form 107

Summons and Notice Local Form 108

Adversary Proceeding Cover Sheet Local Form 109

Application for Admission to Mediation/  
Voluntary Arbitration Program Register Local Form 110A

Notice of Dispute Resolution Alternatives Local Form 110B

Notice of Agenda of Matters Scheduled   
for Hearing Local Form 111

Certificate of Retention of Debtor-In-Possession   
in Chapter 11 Local Form 112A

Certificate of Trustee's Authorization   
to Operate Debtor's Business in Chapter 7 Local Form 112B

Notice of Objection to Claim Local Form 113

Consent to Service of Documents by Receipt of ECF Notice or by Email in Chapter 11 Cases Local Form 114

Order Under Fed R. Bankr. P. 1015(b)Directing  
Joint Administration Of Cases Local Form 115

Order On Rule To Show Cause (Regarding Filing of

Amended Complaint with Revised Caption) Local Form 116

Order On Rule to Show Cause (Regarding Failure  
to File Creditor Matrix) Local Form 117

Certificate Pursuant to Del. Bankr. L.R. 9019-5(j)(iii) Local Form 118

Certificate Pursuant to Del. Bankr. L.R. 9019-5(j)(vi) Local Form 119

Notice of Corrected Social Security Number Local Form 120

Certificate of Service: Notice of Corrected Social Security Number Local Form 121

Motion and Order for Approval for Law Student Appearance (Certification by Law Student to   
be Admitted Pro Hac Vice) Local Form 122

Motion for Redaction of Personally Identifiable   
Information (General Filed Document) Local Form 123

Motion for Redaction of Personally Identifiable   
Information (Proof of Claim) Local Form 124

Mediator Reaffirmation of Qualifications Local Form 125

Suggestion of Death Local Form 126

Application for Payment of Unclaimed Funds and Proposed Form of Order and Instructions Local Form 127

Certificate of No Objection on Application for Payment of Unclaimed Funds Local Form 127A

Summons in Section 304 Ancillary Proceeding Local Form 128

Certification of Debtor(s) Counsel Supporting Supplemental Chapter 13 Fee Local Form 129

DeBN Noticing Request Form Local Form 130

Motion for Interpleader Deposit and Proposed Form of Order Local Form 131

Notice of Chapter 11 Bankruptcy Case (Corporate Business) Local Form 132

Application to Pay Filing Fee In Installments Local Form 133

Claims Agent Retention Application and Proposed Form of Order Local Form 134

Order For Payroll Deduction Local Form 135

Subchapter V Status Report Local Form 136

Small Business Debtor's Plan of Reorganization

(or Liquidation) Local Form 137