(h) Court Enforcement of Stipulations. A Stipulation will not be enforced by the Court and cannot modify an order of the Court unless approved by another Court order.

(i) When any party files an amended Document, the party must clearly identify all changes within the amended Document or in another concurrently filed Document. If the reason for the amendment is not obvious, the party also must concurrently provide written explanation for the change.

1001-7. Sanctions for Non-Compliance. Failure to comply with the Local Bankruptcy Rules, the Administrative Procedures, or with any order of the Court may be grounds for any and all sanctions authorized by statute or rule or within the inherent power of the Court.

[The next Rule is 1002]

RULE 1002. COMMENCEMENT OF CASE

1002-1. Representation.

(a) Entities. An Entity may not file a Petition or otherwise appear in any case or Action except through an attorney but may file a proof of claim or a reaffirmation agreement and may appear as a creditor at a section 341(a) meeting.

(b) Individuals. An Individual may represent himself or herself and appear in the Court without an attorney. But an Individual who does not retain an attorney must appear personally and cannot delegate the representation to any non-lawyer, including a spouse or relative. An Individual, however, may utilize another Individual as an interpreter when before the Court. YOU MUST PROVIDE YOUR OWN INTERPRETER, AS THE COURT DOES NOT PROVIDE THIS SERVICE.

(c) Attorneys for Chapter 7 and Chapter 13 Debtors. Any attorney representing a chapter 7 or chapter 13 debtor must:

(1) comply with and meet the standards established by the then-applicable General Order governing rights and responsibilities of chapter 7 or chapter 13 debtors and their attorneys; and

(2) file an executed Rights and Responsibilities Statement in the form required by the then-applicable General Order.

1002-2. Establishing a Debtor's Identity. Unless a judge allows otherwise, debtors who submit a petition without an attorney must establish their identity at the time of filing by presenting government-issued identification (such as a driver license, identity card, or passport) at the intake counter or by submitting a copy of their identification with the petition if mailed or delivered by someone other than the debtor.

[The next Rule is 1003]

RULE 1003. INVOLUNTARY PETITIONS

1003-1. Order for Relief. An order for relief on an involuntary petition will be entered only after:

(a) the putative debtor files a consent;

(b) petitioner's counsel (or petitioner, if proceeding pro se) files a certification that the petition and summons were served on the putative debtor in accordance with FRBP 7004 and that no response was timely filed or received; or

(c) a duly noticed hearing or trial.

1003-2. Joinder. If a putative debtor files a response disclosing the existence of 12 or more creditors, petitioner must serve a copy of the petition, the response, and a notice to all creditors so identified. The notice must state that any creditor may join in the peititon before the hearing or trial to adjudicate the involuntary petition.

1003-3. Dismissal. The court may dismiss an involuntary petition without further notice or hearing if petitioner fails to:

(a) prepare a Summons to Debtor in Involuntary Bankruptcy Case using Director's Form B 2500E;

(b) submit the summons to the Clerk for issuance at the same time the involuntary petition is filed;

(c) serve the summons and petition within the time FRBP allows;

(d) file a proof of service of the summons and petition; or

(e) appear at the status conference set by the court.

[The next Rule is 1006]

RULE 1006. FILING FEE AND OTHER CHARGES

1006-1. Schedule of Fees and Other Charges. The Clerk collects Fees in connection with the filing of a Petition, the initiation of an adversary proceeding or stay relief motion, and in other appropriate circumstances. Appendix A contains a link to the current fee page on the website.

1006-2. Method of Payment. A debtor or attorney must pay Fees through the methods allowed by the Administrative Procedures.

1006-3. Waiver of Filing Fee. An application to waive the chapter 7 filing Fee must substantially conform to Official Form B 103B.

1006-4. Approval of Installment Fees. An application to pay the filing Fee in installments must substantially conform to Local Form CSD 1006. The Clerk may grant an Individual's application to pay the filing Fee in installments.

1006-5. Dishonored Checks and Declined Credit Cards. The Clerk accepts non-cash payment of Fees subject to collection and provides full credit only when the non-cash payment is paid or accepted by the relevant financial institution or credit card company. The Clerk will collect a service charge as set forth in Appendix A in connection with any non-cash payment that is reversed, returned for lack of funds, or not honored for any reason. The

(2) failure to timely file a chapter 13 plan; or

(3) failure to attend 341(a) meeting. The Court, on its own motion or on a motion by the trustee or U.S. Trustee, after notice to the debtor, the debtor's attorney, and to all creditors through a section 341(a) notice, may dismiss a case for failure of a debtor to appear at the initial section 341(a) meeting or any continued meeting.

[The next Rule is 1019]

RULE 1019. DUTY OF DEBTOR-IN-POSSESSION OR TRUSTEE TO FILE REPORTS IN CHAPTER 11 CASE CONVERTED TO CHAPTER 7

1019-1. Required Reports. Upon entry of an order converting a case to chapter 7, the debtor or chapter 11 trustee must:

(a) secure, preserve, and refrain from disposing of property of the estate;

(b) contact the chapter 7 trustee and arrange to deliver property of the estate and all books and records – including all electronic books and records and all applicable administrator access credentials – to the trustee or the trustee's designated agent upon request; and

(c) within 7 days after entry of the order for relief, file and serve upon the U.S. Trustee and chapter 7 trustee, if appointed, a verified schedule of all property of the estate as of the date of conversion, and File a Proof of Service showing compliance with this Local Bankruptcy Rule and LBR 9006-2.

[The next Rule is 2002]

RULE 2002. NOTICE TO CREDITORS, EQUITY SECURITY HOLDERS, THE UNITED STATES, AND U.S. TRUSTEE

2002-1. Notice to Creditors, Equity Security Holders, Administrators in Foreign Proceedings, Persons Against Whom Provisional Relief Is Sought in Ancillary and Other Cross-Border Cases, the United States and the U.S. Trustee.

(a) General. Notice requirements under this Local Rule are governed by FRBP 2002.

(b) Motion to Extend or Impose the Automatic Stay:

(1) The notice required under 11 U.S.C. § 362(c)(3)(B) to extend the automatic stay must be filed and served within 7 days after the Petition Date.

(2) A debtor or party in interest must give at least 14 days' notice of the hearing on a motion brought under 11 U.S.C. § 362(c)(3)(B) to extend the automatic stay.

(3) The notice required under 11 U.S.C. § 362(c)(4)(B) to impose the automatic stay must be served within 30 days after the Petition Date.

(4) A debtor or party in interest must give at least 14 days' notice of the hearing on a motion brought under 11 U.S.C. § 362(c)(4)(B) to impose the automatic stay.

RULE 2015. DUTY TO KEEP RECORDS AND MAKE REPORTS

2015-1. Duty to Make Reports. A debtor's responsibility to keep records and to prepare, file, or serve reports is the joint and several obligations of the following Individual(s):

(a) If the debtor is a corporation, the chief executive officer of the debtor, and the chief financial officer of the debtor;

(b) If the debtor is a partnership, each general partner;

(c) If the debtor is a limited liability company, both the managing member and chief executive officer of the debtor;

(d) If the debtor is a limited liability partnership, both the managing partner and chief executive officer of the debtor;

(e) The Individual who executed the chapter 11 Petition on behalf of the debtor; and

(f) The Individual who executed the last operating report submitted at or before the hearing at which the Court ruled that a chapter 11 trustee should be appointed.

2015-2. Payment of Routine Expenses. The trustee or debtor-in-possession is authorized, without notice or order of the Court, to pay appropriate routine administrative expenses up to an aggregate of $1,000; but payment of the annual Franchise Tax Board fees can be made without notice or order of the Court, and the amount does not count against the aggregate of $1,000 for routine administrative expenses. These expenses include, but are not limited to, expenses for adjuster services, insuring property, bond premiums, banking fees, and changing locks. Any such payments are subject to final review pursuant to 11 U.S.C. § 330.

[The next Rule is 2016]

RULE 2016. COMPENSATION FOR SERVICES RENDERED AND REIMBURSEMENT OF EXPENSES

2016-1. Case with Multiple Professionals. In a case with multiple professionals, the debtor, the debtor's counsel, if the debtor is in possession, or the trustee or the trustee's counsel must coordinate the service of one notice of hearing regarding interim and final applications for compensation for all professionals employed by the estate.

2016-2. Application for Allowance of Compensation and Expenses for Professionals.

(a) FRBP 2016. Applications for allowance of compensation and expenses for professionals must conform with FRBP 2016.

(b) U.S. Trustee Guidelines; CSD 1143. Except as otherwise set forth in subsection (e) below, all applications for professional fees must comply with the United States Trustee Guidelines for Reviewing Applications for Compensation and Reimbursement of Expenses. These requirements include a categorized listing of services rendered attached as an exhibit to the application. In addition, all fee applications must be accompanied by an analysis that substantially conforms to Local Form CSD 1143.

RULE 3015. CHAPTER 13 PLANS; EXTENSIONS; MODIFICATION OF OR OBJECTIONS TO CONFIRMATION OF CHAPTER 13 PLANS

3015-1. Chapter 13 Plan.

(a) Mandatory Chapter 13 Plan. The use of the Local Form CSD 1300 is required. Any alterations to the form Mandatory Chapter 13 Plan must be noted in the manner required in the form.

(b) Extension of Time for Filing. A motion for extension of time to file a plan is governed by LBR 9006-1(d) and LBR 9034-2.

(c) Dismissal by Chapter 13 Trustee. A motion by the trustee to dismiss after plan confirmation may be made on notice only to the debtor and the debtor's attorney, with Proof of Service filed with the Court. As the respondent, the debtor must obtain a hearing date pursuant to LBR 9013-4.

3015-2. Chapter 13 – Amendments to Plan.

(a) PCM. When a plan amendment not adversely affecting a party in interest is required before confirmation, it may be filed as a PCM at any time before a 341(a) meeting or confirmation hearing, and no separate notice is required. An amendment before confirmation that might adversely affect a party in interest must be filed and noticed as a proposed amended plan. See LBR 2002-3 and 3015-6.

(b) Post-Confirmation. When an amendment to the plan is required after confirmation of plan, the proposed amended plan must be attached to Local Form CSD 1149 and separately filed on the docket.

(c) For minor modifications, see LBR 3015-9.

3015-3. Hearings on Confirmation of a Chapter 13 Plan. A hearing on confirmation of a Chapter 13 plan will not be required unless a timely objection is asserted in accordance with this rule or a PCM is filed that adversely affects a party in interest.

3015-4. Form of Objection to Chapter 13 Plan. Objections to confirmation of an original plan or any amended plan that (i) would adversely affect a party in interest or (ii) is filed post-confirmation, including, but not limited to, objections of the trustee, must be in writing and must set forth with specificity all provisions of the Bankruptcy Code or Bankruptcy Rules relied upon in support of the objection in a form substantially conforming to Local Form CSD 1172 together with any additional Documents required by LBR 9013-7(b).

3015-5. Time and Manner for Objecting to an Original Chapter 13 Plan.

(a) Timing. Objections to the confirmation of the plan must be filed, along with Proof of Service, within 7 days after the filing of the Notice of Meeting of Creditors Held and Concluded. Untimely objections may not be considered. Any such objections must be noticed for hearing at least 28 days after filing the objection. The objecting party must obtain a hearing date and file a notice of hearing using Local Form CSD 1173 no later than 7 days after filing the objection. The Court may construe the objecting party's failure to timely file the notice of hearing as a waiver of the objection.

(b) Notice. The objector must: (i) file a notice substantially conforming to Local Form CSD 1173 filed contemporaneously with an objection to confirmation; (ii) file along with Proof of Service; and (iii) obtain a hearing date.

(c) Response. Any response to the objection must comply with LBR 9013-7 and must be filed, along with Proof of Service, within 14 days after service of the objection. If no response is timely filed to the objection, then the objecting party may request an order sustaining the objection and granting other relief appropriately requested in connection with the objection.

(d) Reply. Any reply to a response must be filed with the Documents required in LBR 3015-7.

3015-6. Time and Manner for Objecting to Modifications of a Chapter 13 Plan.

(a) Objections to Modifications with an Adverse Impact on Creditors. Objections to such a modification, which is to be noticed using Local Form CSD 1170, must be filed along with a Proof of Service showing service upon the debtor(s), counsel, and the Chapter 13 trustee within the later of 28 days of service or 7 days after the filing of the Notice of Meeting of Creditors Held and Concluded. ~~and served upon the debtor(s), counsel, and the chapter 13 trustee.~~ Any response to the objection will be considered at the time of the confirmation hearing.

(b) Objections to Post-Confirmation Modifications. Objections to a post-confirmation modification or amended plan noticed using CSD 1149 must be filed, along with a Proof of Service, within 28 days of the modification's service. Any response to the objection must comply with LBR 9013-7 and must be filed, along with a Proof of Service, within 14 days of the objection's service.

3015-7. Duty to Meet and Confer. The plan proponent and objecting party must confer to attempt to resolve plan objections. If the objections remain unresolved, then at least 7 days before the confirmation hearing, each party must file a status report that states with specificity the nature and extent of any unresolved issues.

3015-8. Order Confirming Chapter 13 Plan; Duty of Debtor's Attorney. The debtor must prepare and upload Local Form CSD 1177 for the chapter 13 trustee to review within 14 days of the time that the plan is first ready for confirmation (e.g., if no timely objection is filed or when all objections are withdrawn or resolved). The trustee must then either reject the order with notes or forward the approved order to the Court within 14 days of receipt. If counsel provides no order, the chapter 13 trustee may upload Local Form CSD 1178.

3015-9. Minor Modifications. The Court may approve, on the written stipulation of the debtor and the trustee, nonmaterial modifications of a confirmed chapter 13 plan. To be regarded as nonmaterial, the modification must not delay or reduce the dividend

RULE 3020. ESTIMATING DEPOSIT IN CHAPTER 11 CASE

3020-1. Chapter 11 – Confirmation. At least 21 days before the confirmation hearing, the plan proponent must request the appropriate case administrator to provide a statement of any unpaid assessments to be collected from the debtor.

3020-2. Schedule of Estimated Expenses. At least 7 days before the date fixed for the confirmation hearing, the plan proponent must file with the Clerk a schedule of the estimated costs of administration and any other funds required to be distributed upon the effective date of the plan, together with the Documents required by LBR 3018.

[The next Rule is 3022]

RULE 3022. FINAL DECREE

3022-1. Application. Unless the Court orders otherwise, an application for final decree must be served on the United States Trustee and on counsel for the Creditors' Committee, or, if there is no Committee, on the 20 largest unsecured creditors. The Court will consider such application without a hearing unless, within 14 days after the date of service of the notice, a party in interest files and serves a request for hearing.

[The next Rule is 4001]

RULE 4001. RELIEF FROM AUTOMATIC STAY; JOINDER OF PARTIES IN INTEREST; USE OF CASH COLLATERAL

4001-1. Applicability of Rule and Assignment of Identification Number to Relief from Stay Motions.

(a) Applicability of Rule. This rule read in conjunction with FRBP 4001 prescribes procedures for filing motions and agreements for relief from the automatic stay pursuant to 11 U.S.C. § 362 and for related relief from a co-debtor stay under § 1201(a) or 1301(a). This rule does not govern motions for use of cash collateral or to obtain credit. Such motions are governed by FRBP 4001(b), (c), and (d) and LBR 9013.

(b) Assignment of Identification Number to Motions for Relief from Stay. Before serving and filing the motion and the notice of motion, the Movant must assign a relief from stay number ("RS No."), inserted two lines below the case number. This RS No. must appear on all copies of the motion and notice of motion which are served on any party and on all subsequent Documents relating to the motion. The RS No. must consist of not more than 3 initials of the attorney for Movant and the number which is one number higher than the number of relief from stay motions previously filed by the attorney in conjunction with that specific case. [Example: the first RS No. assigned by Attorney John D. Doe in the "Smith" case would be JDD-1, the second JDD-2, the third JDD-3, and so on.]

4001-2. Content of Motion for Relief from Stay; Service.

(a) Content. A motion for stay relief must substantially conform to Local Form CSD 1160 or 1163, as appropriate, and must:

(1) name the debtor, co-debtor, and the trustee as respondents;

(2) state with particularity the relief or order sought and the grounds for such relief or order;

(3) state the status of any pending foreclosure, repossession, or unlawful detainer proceeding;

(4) if the motion is filed in a chapter 11 or 13 case and non-payment of any post-Petition payment is a ground for relief, provide an accounting of each post-Petition payment received, the amount and date received, and date posted to the account;

(5) where the value of an asset is relevant, provide admissible evidence of value and any known encumbrances; and

(6) if the motion is brought for cause, provide admissible evidence of the specific facts that constitute such cause.

(b) Service. The Movant must serve the motion or agreement, together with Local Form CSD 1185, on the debtor, co-debtor, any counsel for the debtor, any counsel for the co-debtor, any counsel for the trustee, the U.S. Trustee, other Entities or Individuals entitled to receive notice of default or notice of sale under applicable non-bankruptcy law governing foreclosure of real or personal property which is the subject of the motion, and any parties entitled to service pursuant to FRBP 4001(a)(1).

4001-3. Time for Filing Oppositions to Motion; Duty of Objecting Party to Give Notice.

(a) Oppositions to a motion or agreement for relief from stay, together with Local Form CSD 1186, must be filed and served upon the Movant, named respondents and the U.S. Trustee not later than 11 days after service of the motion for relief from stay and notice. If the opposition relates to real or personal property, the opposition must substantially conform to Local Form CSD 1161.

(b) Before serving the objection, the objecting party must obtain a hearing date.

(c) Replies to oppositions to motions and agreements for relief from stay must be filed and served on the debtor, co-debtor, any counsel for the debtor, any counsel for the co-debtor, the trustee, any counsel for the trustee, the U.S. Trustee, other Entities or Individuals entitled to receive notice of default or notice of sale under applicable non-bankruptcy law governing foreclosure of real or personal property which is the subject of the motion, and any parties entitled to service pursuant to FRBP 4001(a)(1) as set forth in LBR 9013-6(c).

4001-4. Content of Declaration in Opposition ~~to Motion~~. Any Declaration filed in opposition to ~~a motion for~~ relief from stay must:

(a) Identify the interest of the opposing party in the property;

(b) State with particularity the grounds for the opposition; and

(c) Provide admissible evidence of value and any known encumbrances on the asset, which is the subject of the motion, if value is relevant.

(e) the statutory basis for the exemption. Lien avoidance motions on declared homesteaded property must also be accompanied by a copy of the recorded homestead declaration.

[The next Rule is 4004]

RULE 4004. CHAPTER 13 OR CHAPTER 11 INDIVIDUAL DISCHARGE

4004-1. Certification. To obtain a discharge, a chapter 11 Individual debtor or a chapter 13 debtor must file a certification concerning Domestic Support Obligations which must substantially conform to Local Form CSD 2120 or 2121 as appropriate. In joint cases, each debtor may complete and file a separate form or may complete and file a single form that is signed by both debtors.

[The next Rule is 5005]

RULE 5005. FILING AND TRANSMITTAL OF PAPERS

5005-1. Electronic Filing.

(a) Official Record. The electronic file is the official record of the Court.

(b) Mandatory Requirement. Except as expressly provided in the Administrative Procedures or in exceptional circumstances that prevent a user from filing electronically, all Documents required to be filed or lodged with the Court must be electronically filed through the System.

(c) Entry on Docket. The electronic filing of a Document in accordance with the Administrative Procedures constitutes entry of that Document on the docket kept by the Clerk under FRBP 5003.

(d) Controlling Rule. The Administrative Procedures and this Bankruptcy Local Rule govern electronic filing and CM/ECF, and control in the event of a conflict with any other Local Bankruptcy Rule or General Order.

5005-2. Eligibility to Participate. The Administrative Procedures define a Registered User as an Individual who has been issued a login and password by the Court to electronically file Documents.

5005-3. Registration. A Registered User must keep the user's unique CM/ECF information current at all times (e.g., name, address, e-mail service address, contact name, and telephone number). A Registered User must also maintain adequate e-mail capacity (e.g., for receipt of notices and service).

5005-4. Logins, Passwords, and Signatures.

(a) Registered User's Signature. The Registered User login and password serve as the user's signature on all electronic Documents filed with the Court. The login and password also serve as a signature for purposes of FRBP 9011, the Local Bankruptcy Rules, the Administrative Procedures, and any other purpose for which a signature is required in connection with proceedings before the Court.

(b) Form of Signature. Each Document filed electronically must include a signature block in compliance with the Administrative Procedures. Each electronically filed

Document shall bear the typed name of the person purporting to have signed the document. The name of the attorney or party who signed the original must be typed in the space where the signature would otherwise appear preceded by an "/s/" or "s/" or appear as a scanned image; an example of the correct format for an electronic signature is as follows: "/s/" or "s/" Adam Attorney, "/s/" or "s/" Sally Declarant.

(c) Debtor's Signature. In addition to the signature requirements of the Administrative Procedures, the signature of the debtor or joint debtor authorizing the electronic filing of the bankruptcy case must be accomplished by the electronic filing of an executed Local Form CSD 1801 on the Petition Date. Local Form CSD 1801 as well as CSD 1099 and CSD 1100 must provide the original debtor signature(s) in a scanned format.

(d) Signatures of Other Persons. Signatures of persons signing a document other than the registered user or the debtor as discussed in LBR 5005-4(c) may be indicated ~~either~~ by submitting a scanned copy of the originally signed document.

~~(1) submitting a scanned copy of the originally signed document; or~~

~~(2) through the use of "/s/ Name" in the signature block where signatures would otherwise appear indicating that the original has been signed before filing.~~

(e) Stipulations and Orders. Physical, facsimile, or electronic scanned signatures are permitted. Stipulations and Orders (approved as to form) requiring signatures of more than one party must be electronically filed either by:

(1) scanning and submitting the stipulation or order containing all necessary signatures; or

(2) certifying within the document that the content of the document is acceptable to all persons required to sign the document (the filer must electronically file the document indicating the signatories as "s/Jane Doe," "s/John Smith," etc., for each electronic signature); or

(3) in any other manner approved by the Court.

(f) Unauthorized Use Prohibited. A Registered User may not knowingly permit or cause a password to be used by anyone other than an authorized law firm or office employee. The Registered User is responsible for all Documents filed using their assigned CM/ECF login as if they filed the Documents themselves.

5005-5. Consent to Electronic Service.

(a) General. Except as discussed in LBR 5005-5(b) below, Registered Users are deemed to have:

(1) requested and agreed to electronic service and notice; and

(2) waived the right to receive any other form of service and notice.

of a jury demand solely on the Form B 1040 Cover Sheet does not constitute a demand for jury trial.

7008-3. Demand for Judgment. If the pleading does not contain a consent to the entry of final orders or a final judgment by the bankruptcy judge, the words "DEMAND FOR JUDGMENT BY DISTRICT JUDGE" must also appear immediately following the title of the Document. A notation of a demand solely on the Form B 1040 Cover Sheet does not constitute a demand for judgment by a district judge.

[The next Rule is 7012]

RULE 7012. ANSWER

7012-1. Paragraph Numbering. Responsive pleadings must contain numbered paragraphs that correspond to the paragraphs in the complaint, cross-complaint, or counterclaim to which they are directed.

[The next Rule is 7016]

RULE 7016. PRETRIAL PROCEDURES

7016-1. Early Conference of Counsel.

(a) Time of Early Conference. In all Actions governed by Part VII of the Federal Rules of Bankruptcy Procedure unless all defendants' default:

(1) Plaintiff must serve, with the summons and complaint, a notice that compliance with this rule is required and a copy of Local Form CSD 3018.

(2) Plaintiff must file the Proof of Service of the LBR 7016-1(a)(1) notice, together with the Proof of Service of the summons and complaint, within the time provided by LBR 9006-2.

(3) Counsel for the parties must confer in person, by email, or by telephone by at least 21 days before the first scheduled Pretrial Status Conference. ~~within 30 days after the date all defendants have appeared or defaulted or 45 days from the date of the first appearance of any defendant, whichever occurs first.~~ Where there are multiple defendants, plaintiff must take all reasonable steps to schedule the meeting or conference call so that all parties can attend. Where necessary, in multi-defendant cases and upon a showing of good cause, the Court may grant an application for an extension of time within which to hold the Early Conference.

(b) Purpose of Conference. At the Early Conference required by this Local Bankruptcy Rule, the parties must:

(1) Civil Rule 26 Exchanges. Exchange all documents and make all disclosures required by FRBP 7026(a)(1) or fix a date to make such exchange.

(2) Discovery. Discuss a deadline to complete discovery and any agreements with respect to discovery.

(3) Settlement. Discuss settlement possibilities, including the parties' willingness to go to mediation. If mediation is agreed upon, the parties must designate the first choice and alternate choice of mediator, using the Court-maintained mediator list or other mutually acceptable mediator. A list of mediators is available from the Clerk or on the Court's website, www.casb.uscourts.gov.

(4) Exception from Pretrial Order. Determine whether the Action should be excluded from any or all of the requirements of LBR 7016-6.

(c) Certificate of Compliance with Early Conference of Counsel. All counsel and unrepresented parties must complete and jointly sign Local Form CSD 3018. ~~No later than~~At least 7 days before the first scheduled Pretrial Status Conference, ~~after the Early Conference,~~ plaintiff's counsel must file and serve the completed Local Form CSD 3018 on all parties.

7016-2. Setting and Notice. A Pretrial Status Conference must be held, unless otherwise ordered by the Court, within the earlier of 90 days after any defendant has been served with the complaint or 60 days after any defendant has appeared. After 5 days from the date of the first appearance of any defendant, the Clerk will serve on the plaintiff and any parties who have appeared in the matter a Notice of the date and time for the Pretrial Status Conference. Plaintiff must give notice of the Pretrial Status Conference to any party who makes an appearance thereafter.

7016-3. Discussion of Mediation Alternatives. Before the LBR 7016-2 Pretrial Status Conference, any counsel in the Action must confer with the client, discuss the mediation program, and provide the client an opportunity to authorize or decline participation in mediation. See LBR 7016-11 and Administrative Procedures.

7016-4. Pretrial Status Conference.

(a) Required Appearances. Each party appearing at the LBR 7016-2 Pretrial Status Conference must be represented by an attorney (or the party, if unrepresented) who is expected to conduct the trial on behalf of such party.

(b) Required Preparation. Parties appearing at the LBR 7016-2 Pretrial Status Conference and any subsequent Status Conference set by the Court must be prepared to discuss the following:

(1) state of discovery, including a description of completed discovery and a detailed schedule of all further discovery contemplated;

(2) a discovery cut-off date;

(3) a schedule of contemplated law and motion matters;

(4) prospects for settlement;

(5) whether the client has given authorization to participate in the mediation program as described in the Administrative Procedures;

(3) The Movant also may request a hearing on any motion or application. Any party who is permitted to give only LBR 9013- 4(b)(1) or (2) notice may nevertheless request a hearing date be set for the motion or application upon a representation to the Court that opposition is expected or that a hearing otherwise is required.

The following Notice of Motion or Notice of Objection forms should be used as applicable: CSD 1182 (Blank Description), CSD 1027 (Exemption re: Credit Counseling), and CSD 1140 (Debtor's Claim of Exemption).

9013-5. Motions and Applications Requiring a Statement of Position. LBR 9034-1 enumerates motions and applications, which require notice to and a statement of position from the U.S. Trustee as well as the procedures for obtaining a statement of position. LBR 9034-2 sets forth motions and applications, which require notice to and a statement of position from chapter 13 trustees as well as the procedures for obtaining a statement of position.

9013-6. Time for Service.

(a) Movant Requests Hearing. In all matters where the Movant is requesting a hearing as set forth in LBR 9013-4, the time for service of motions and oppositions is as follows:

(1) Time for Serving Motion. A motion, along with all Documents set forth in LBR 9013-7(a) and the notice of motion as required by LBR 2002-4, must be filed and served at least 28 days before the hearing date.

(2) Time for Serving Motion ~~for Approval of Disclosure Statement and Motion~~ for Confirmation of Chapter 11 Plan. A motion for approval of a disclosure statement or a motion for confirmation of a Chapter 11 plan, along with all documents set forth in LBR 9013-7(a), and the notice of motion as required by LBR 2002-1(a), must be filed and served ~~no later than~~at least 42 days before the hearing date.

(3) Time for Serving Opposition, Generally. Except as otherwise provided by the Bankruptcy Rules or Local Bankruptcy Rules, each party opposing a motion must serve that opposition, together with all Documents set forth in LBR 9013-7(b), no later than 14 days after service of the notice of motion.

(4) Time for Serving Opposition to Motion for Approval of Disclosure Statement and Motion for Confirmation of Chapter 11 Plan. Each party opposing a motion for approval of a disclosure statement or a motion for confirmation of a Chapter 11 plan must serve that opposition no later than 28 days after service of the notice of motion.

(5) Time for Serving Opposition to Motion to Value Real Property, Treat Claim as Unsecured and Avoid Junior Lien (Motion to Value Real Property). See LBR 3015-10~~9~~(d)(4).

(b) Respondent Requests Hearing. For all matters where the respondent is requesting a hearing as set forth in LBR 9013-4(b)(1) and (2), except as otherwise provided by an order shortening time or the Bankruptcy Rules and Local Bankruptcy Rules, each respondent must serve the opposition plus items set forth in LBR 9013-7(b) and Local Form CSD 1184 within 14 days after service of the notice of motion.

(c) Replies. Any reply, including any supporting Documents, must be filed and served on the adverse party the earlier of 7 days after service of the opposition or 3 business days before the hearing date. Responses to a reply are not permitted without Court order. This provision applies to any reply to a Notice of Intended Action as provided in LBR 2002-2(e).

9013-7. Form, Content, and Length of Documents.

(a) Moving Papers.

(1) General Requirements. Except as provided otherwise in the Bankruptcy Rules and Local Bankruptcy Rules, all motions and applications must be in writing. Each motion and application must be filed and served. Each motion and application must include a complete statement of the relief requested and evidence as necessary supporting that relief including, but not limited to, Declarations.

(2) Special Requirements. Additional requirements are set forth in the following Local Bankruptcy Rules relating to specific matters:

A. motion to dismiss case – LBR 1017, 2002-2(a)(1), and 3015-1(c);

B. motion for dismissal of complaint objecting to debtor's discharge – LBR 7041-3;

C. motions to avoid liens under 11 U.S.C. § 522(f) – LBR 4003-1;

D. motion for exemption from credit counseling under 11 U.S.C. § 109(h)(4) must be supported by a Declaration and contain information substantially conforming to CSD 1027 – LBR 1007-8;

E. motion for order confirming that automatic stay is not in effect under 11 U.S.C. § 362(c)(4)(A) – LBR 4001;

F. certificate of cure of entire monetary default under 11 U.S.C. § 362(1) – LBR 4001-8;

G. motion to access federal income tax returns under 11 U.S.C. § 521(f) – Movant must serve the motion on the debtor in addition to the parties required by FRBP 9013; and

H. insider compensation requests in Individual chapter 11 cases – LBR 4002-2.

(b) Oppositions and Responses.

(1) General Requirements. Except as provided otherwise in the Bankruptcy Rules or the Local Bankruptcy Rules, all oppositions and responses to motions and applications must be in writing. Each opposition and response to a motion or application must be filed and served. Each opposition and response to a motion or application must include a complete statement of the reasons in opposition to or in support of the motion and evidence as necessary supporting the reasons including, but not limited to, Declarations.

(2) Failure to File Opposition. The Court may treat a failure to timely file opposition to a motion or application by any party in interest, including the U.S. Trustee and the chapter 13 trustee, as the non-objecting party's consent to the granting of the motion and waiver of oral argument. The Court, as a result, may vacate any then pending hearing and promptly enter an order granting the requested relief.

(c) Replies. Parties are permitted to file replies to oppositions.

(d) Length of Papers and Supporting Documents; Tables.

(1) Briefs and memoranda in support of or in opposition to any pending motion or application may ~~must~~ not exceed 25 pages.

(2) Reply memoranda may ~~must~~ not exceed 10 pages.

~~(2)~~(3) Supporting documents – including any declarations, exhibits, or attachments – filed in support of or in opposition to any pending motion or application may not exceed a cumulative total of 50 pages, exclusive of single-page cover pages.

(4) Briefs and memoranda exceeding 10 pages, exclusive of the caption page, must include a table of contents and table of cited authorities. These tables do not count toward the page limitation.

~~(3)~~(5) Leave of court must be obtained in advance to exceed the foregoing page limits. Briefs, memoranda, or supporting documents that violate the foregoing page limits may be stricken in their entirety and not considered by the Court.

9013-8. Motions for Reconsideration. A motion for reconsideration must expressly indicate whether it is brought under FRBP 9023 or 9024. Substantiation of the relevant ground for relief must be by admissible evidence and, if applicable, citation to the newly adopted statutory or case authority.

9013-9. Emergency Motions.

(a) Scope of Rule. If an emergency motion requesting an order must be filed, comply with this rule.

APPENDIX B
LOCAL RULES OF THE UNITED STATES BANKRUPTCY COURT
FOR THE SOUTHERN DISTRICT OF CALIFORNIA

CROSS-REFERENCE TABLE

District Court Local Rule	Bankruptcy Court Local Rule
1.1	Not Applicable
1.2	Not Applicable
2.1	Applies – Attorney Professionalism
2.2	Applies – Attorney Discipline
3.1	Not Applicable
3.2	Not Applicable
4.1	Not Applicable
4.5	Not Applicable; see Appendix A
5.1	Not Applicable
5.2	Not Applicable
5.3	Not Applicable
5.4	Not Applicable
7.1(a)	Relevant to withdrawal of reference and bankruptcy appeals
7.1(b)	Not Applicable
7.1(c)	Not Applicable
7.1(d)(1)	Applies – Written and Oral Argument On Motions
7.1(d)(2)	Not Applicable
7.1(e)	Not Applicable
7.1(f)	Not Applicable
7.1(g)	Not Applicable
7.1(h)	Not Applicable
7.1(i)	Not Applicable
7.1(j)	Not Applicable
7.2	Not Applicable
8.1	Not Applicable
8.2	Not Applicable
9.2	Not Applicable
12.1	Applies – Extension of Time to Answer
15.1	Not Applicable
16.1(a)	Not Applicable
16.1(b)	Applies – Counsel's and Parties' Duty of Diligence
16.1(c)	Not Applicable
16.1(d)	Not Applicable
16.1(e)	Not Applicable
16.1(f)	Not Applicable
16.2	Not Applicable
16.3	Not Applicable
16.4	Applies – Assessment of Jury Costs

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APPENDIX B

LOCAL RULES OF THE UNITED STATES
BANKRUPTCY COURT FOR THE SOUTHERN
DISTRICT OF CALIFORNIA

CROSS-REFERENCE TABLE

District Court Local Rule	Bankruptcy Court Local Rule
17.1	Applies – Actions Involving Minors or Incompetents
23.1	Applies – Class Actions
26.1	Not Applicable
30.1	Not Applicable
33.1	Not Applicable
36.1	Not Applicable
38.1	Not Applicable
40.1	Not Applicable
40.2	Applies – Notice of Party with Financial Interest
41.1	Not Applicable
47.1	Applies – Examination of Jurors
51.1	Applies – Proposed Jury Instructions
53.1	Not Applicable
54.1	Applies - Costs
55.1	Not Applicable
58.1	Not Applicable
65.1.2	Applies, supplemented by 9025 – Bonds and Sureties
66.1	Not Applicable
67.1	Not Applicable
69.1	Not Applicable
72.1	Not Applicable
72.2	Not Applicable
72.3	Not Applicable
73.1	Not Applicable
73.2	Not Applicable
77.1	Not Applicable
77.2	Applies, except for 77.2(c) – Orders Grantable by Clerk
77.3	Not Applicable
77.4	Applies – Sessions of Court
77.6	Applies – Court Library
79.1	Not Applicable
79.2(a)	Applies – Books and Records of the Clerk
79.2(b)	Not Applicable, see 9018-4
79.2(c)	Not Applicable, see 9018-2, 9018-3
83.1	Not Applicable
83.2	Not Applicable
83.3	Applies, except for 83.3(c)(6) – Attorney Admission to Practice and Standards of Conduct
83.6	Applies - Gratuities
83.7	Not Applicable

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APPENDIX C

LOCAL RULES OF THE UNITED STATES BANKRUPTCY COURT
FOR THE SOUTHERN DISTRICT OF CALIFORNIA

FORMS REQUIRED BY THE LOCAL RULES OR THE ADMINISTRATIVE PROCEDURES

Number	Title	Reference
CSD 1162	ORDER ON NONCONTESTED MOTION FOR RELIEF FROM STAY (REAL PROPERTY/PERSONAL PROPERTY)	LBR 4001-5(a)
CSD 1163	MOTION FOR RELIEF FROM AUTOMATIC STAY (UNLAWFUL DETAINER)	LBR 4001-2(a)
CSD 1165	ORDER ON NONCONTESTED MOTION FOR RELIEF FROM AUTOMATIC STAY (UNLAWFUL DETAINER)	LBR 4001-5(a)
CSD 1170	NOTICE OF MODIFIED CHAPTER 13 PLAN BEFORE CONFIRMATION	LBR 2002-3 FRBP 2002 LBR 3015-2(a) LBR 3015-6(a)
CSD 1171	DEBTOR'S MOTION TO VALUE REAL PROPERTY, TREAT CLAIM AS UNSECURED AND AVOID JUNIOR LIEN	LBR 3015-10~~9~~
CSD 1171.1	NOTICE OF HEARING AND DEBTOR'S MOTION TO VALUE REAL PROPERTY, TREAT CLAIM AS UNSECURED AND AVOID JUNIOR LIEN	LBR 3015-10~~9~~(a) LBR 9013-4(a)
CSD 1171.2	ORDER GRANTING DEBTOR'S MOTION TO VALUE REAL PROPERTY, TREAT CLAIM AS UNSECURED AND AVOID JUNIOR LIEN	LBR 3015-10~~9~~(d)(5)
CSD 1172	OBJECTION TO CONFIRMATION OF CHAPTER 13 PLAN (See CSD 1173 for Notice)	LBR 3015-4
CSD 1173	NOTICE OF HEARING ON OBJECTION TO CONFIRMATION OF CHAPTER 13 PLAN	LBR 3015-5(b) LBR 9013-4(a)
CSD 1174	REQUEST BY DEBTOR FOR DISMISSAL OF CHAPTER 13	LBR1017-2(b)(1)(A)
CSD 1175	REQUEST AND NOTICE OF HEARING RE: CHAPTER 13 TRUSTEE'S NOTICE TO DISMISS	Admin. Procedures
CSD 1176	ORDER DISMISSING CHAPTER 13 CASE ON DEBTOR'S REQUEST (CSD 1174)	LBR 1017-2(b)(1)(B)
CSD 1177	APPLICATION FOR COMPENSATION AND CONFIRMATION OF CHAPTER 13 PLAN & ORDER	LBR 3015-8
CSD 1178	APPLICATION FOR COMPENSATION OF CHAPTER 13 PLAN & ORDER FEE APPLICATION	LBR 3015-8
CSD 1179	REQUEST BY DEBTOR FOR STATEMENT OF POSITION OF THE CHAPTER 13 TRUSTEE	LBR 9034-2
CSD 1180	NOTICE OF INTENDED ACTION AND OPPORTUNITY FOR HEARING (for notice to all creditors)	LBR 2002-2(c) LBR 9013-4(b)(1)

Registered User's password and will delete the Registered User's email address from any applicable electronic service list.

Full Access- Attorneys and Trustees

A full access password to participate in the electronic retrieval and filing of documents may be issued to each attorney admitted to practice in the Southern District of California with either a California Bar ID or Pro Hac Vice and Panel and standing trustees.

Professionals & Examiners

Access for filing and retrieval of documents may be issued to Professionals and Examiners. It should be noted that Professionals and Examiners will not receive Notice from the System – no NEF will be sent to Professionals or Examiners. Professionals and Examiners should also contact the CM/ECF Training and Registration group at 619-557-7555 to change address, telephone number, or any other personal information in their CM/ECF account.

Limited Access - Creditor Representative

A limited access password may be obtained by creditor representatives to participate in the CM/ECF system. This limited access allows the filing of (a) creditor request for notice and/or notice of appearances; (b) proofs of claim; (c) withdrawals or transfers of claim; (d) reaffirmation agreements; and (e) motions to restrict public access to proofs of claim.

Limited Access – Personal Financial Management Course Providers

A limited access password may be obtained by personal financial management course providers to participate in the CM/ECF system. This limited access allows the filing of financial management completion certificates.

1.8 Signatures

All original Documents must be signed including the Petition, Schedules, and Statements. The name of the person signing the Document must be typed underneath the signature.

The Registered User filing a document electronically must ensure that the electronic version conforms to the original, signed Document, or in the case of the document described in LBR 5005-4(e)(2), must retain documentation of the consent to filing of the document.

LBR 5005-4 governs logins, passwords, and signatures.

5005-4. Logins, Passwords, and Signatures.

a) Registered User's Signature. The Registered User login and password serve as the user's signature on all electronic Documents filed with the Court. The login and password also serve as a signature for purposes of FRBP 9011, the Local Bankruptcy Rules, the Administrative Procedures,

and any other purpose for which a signature is required in connection with proceedings before the Court.

b) Form of Signature. Each Document filed electronically must include a signature block in compliance with the Administrative Procedures. The name of the attorney or party who signed the original must be typed in the space where the signature would otherwise appear preceded by an "/s/" or "s/" or appear as a scanned image; an example of the correct format for an electronic signature is as follows: "/s/" or "s/" Adam Attorney, "/s/" or "s/" Sally Declarant.

c) Debtor's Signature. In addition to the signature requirements of the Administrative Procedures, the signature of the debtor or joint debtor authorizing the electronic filing of the bankruptcy case must be accomplished by the electronic filing of an executed Local Form CSD 1801 on the Petition Date. Local Form CSD 1801 as well as CSD 1099 and CSD 1100 must provide the original debtor signature(s) in a scanned format.

d) Signatures of Other Persons. Signatures of persons signing a document other than the registered user or the debtor as discussed in LBR 5005-4(c) may be indicated ~~either~~ by submitting a scanned copy of the originally signed document.

~~submitting a scanned copy of the originally signed document; or~~

~~1) through the use of "/s/ Name" in the signature block where signatures would otherwise appear indicating that the original has been signed before filing.~~

e) Stipulations and Orders. Physical, facsimile, or electronic scanned signatures are permitted. Stipulations and Orders (approved as to form) requiring signatures of more than one party must be electronically filed either by:

1) scanning and submitting the stipulation or order containing all necessary signatures; or

2) certifying within the document that the content of the document is acceptable to all persons required to sign the document (the filer must electronically file the document indicating the signatories as "s/Jane Doe," "s/John Smith," etc., for each electronic signature); or

3) in any other manner approved by the Court.

f) Unauthorized Use Prohibited. A Registered User may not knowingly permit or cause a password to be used by anyone other than an authorized law firm or office employee. The Registered User is responsible for all Documents filed using their assigned CM/ECF login as if they filed the Documents themselves.