

EXPARTE APPLICATION AND ORDER GRANTING RELIEF FROM THE AUTOMATIC STAY

Dated 01/11/2012

Electronically file your relief from stay motion by choosing **Bankruptcy > Motions/Applications > Relief from stay.**

1. The list below provides examples of documents that may be attached to your exparte application for relief from stay. This list is not to be considered all-inclusive and you may attach items that you deem appropriate.
 - i. Affidavit of Non-Compliance by a person having personal knowledge of alleged non-compliance with a Conditional order
 - ii. Previously signed Conditional Order
 - iii. Application indicating that in the Chapter 13 Confirmation Order debtor is to surrender collateral.
 - iv. Application requesting relief from stay due to default in direct payments to secured creditor pursuant to the Chapter 13 Confirmation Order
 - v. Notice of Default and proof of service.
 - vi. Proof of service of the Notice of Default.

2. You will be prompted to answer yes or no at the following screen:
Choose "Yes". This will prevent the system from charging you the filing fee.

IS THIS MOTION

1. FILED BY A CHILD SUPPORT CREDITOR OR ITS REPRESENTATIVE
2. ACCOMPANIED BY AN AGREED ORDER
3. FILED ON BEHALF OF THE UNITED STATES OR OTHERWISE EXEMPT UNDER 28 U.S.C. Sec. 1930.
4. EX PARTE

Yes
 No

Next Clear

3. *At the prompt for receipt number, enter "EXEMPT".*
4. At the final editing screen, choose "Ex Parte" from the drop down list (as shown below) and insert any additional information you deem appropriate e.g. description of property)

Docket Text: Modify as Appropriate.

Ex Parte Motion for Relief from Stay . Receipt Number EXEMPT, Fee Amount of \$0.00 is Exempt Filed by Jeff's Bank . (Mason, Perry)

5. Accept the entry.
6. Upon completion of the entry, immediately upload the proposed order using the E-Orders program in CM/ECF.
 - a. Link the order to the original motion/application. (For example, if the relief requested is due to a default pursuant to a Conditional order, link to the original application for relief and not the application for the exparte order.)
 - b. Choose “Ex Parte (No Hearing Required)” as the Order Type.

A Chambers courtesy copy is not required.