

UNITED STATES BANKRUPTCY COURT  
NORTHERN DISTRICT OF NEW YORK

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IN RE:

DELEGATION OF DUTIES TO CLERK  
OF COURT  
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ORDER AUTHORIZING CLERK TO SIGN  
MINISTERIAL ORDERS

IT IS HEREBY ORDERED, that Richard G. Zeh, Sr., the duly appointed clerk of the above entitled court, and such other deputies as designated in writing by the Clerk, are delegated the authority to sign all ministerial orders and matters without further direction from the Court. In carrying out these duties, the Clerk shall be guided by the United States Bankruptcy Code, Federal Rules of Bankruptcy Procedure, Local Rules and other applicable federal laws and regulations. Ministerial orders and matters are orders and matters that are prescribed by statute or rule that do not require personal judgment or discretion, and if based on notice and hearing, there has been strict compliance with notice requirements and no objections are pending. For the purpose of this order, ministerial orders and matters include but are not limited to:

1. Orders of Discharge in chapter 7, 12 and 13 cases.
2. Orders discharging a trustee and closing a case after such case has been fully administered.
3. Orders for refund of monies tendered pursuant to 11 U.S.C. § 347(a)

Dated at Utica, New York

this 5th day of August 2002

  
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STEPHEN D. GENLING  
Chief U.S. Bankruptcy Judge