

**UNITED STATES BANKRUPTCY COURT  
NORTHERN DISTRICT OF NEW YORK**

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**NOTICE OF FILING EXPARTE RETENTION APPLICATIONS ELECTRONICALLY (except 11  
U.S.C. §327(e))  
January 4, 2011**  
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Retention applications except applications pursuant to 11 U.S.C. §327(e) will now be filed electronically. The U.S. Trustee will have 21 days to file consent or opposition to the application.

Upon receipt of consent to the application or expiration of the 21 days, whichever is earlier, the filer of the application will upload the proposed order using CM/ECF E-Orders.

If opposition to the application is filed by the U.S. Trustee, the Court will schedule a hearing.

Instructions for filing the application through CM/ECF are below.

1. The application will be filed electronically via **Bankruptcy > Motions/Applications > Employ**. The external filer will:
  - a. attach the application and say yes to attachments and attach the affidavit of counsel or consent document as an exhibit.

Date document filed (mandatory)  
11/29/2010

Select the pdf document (for example: C:\199cv501-21.pdf).

**Filename**  
C:\Documents and Settings\dinav\My D

**Attachments to Document:**  No  Yes

- b. type the name of the person requesting employment of and their position (shown below)

Enter Name of Person to be Employed

Enter Type of Position

- c. Accept the entry.