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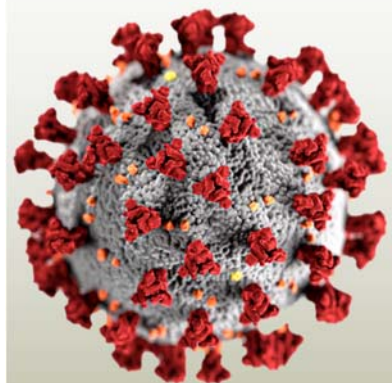
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Bankruptcy Court Continues Operations Amid COVID-19 Pandemic

Overcoming obstacles associated with the COVID-19 pandemic and temporarily adjusting court operations to maintain the status quo while reducing the possibility of exposure to the virus has become the “new normal” here in the Southern District of Georgia. The Bankruptcy Court continues to closely monitor the national response to COVID-19, following guidance from the Administrative Office of the United States Courts (AO), the Centers for Disease Control and Prevention (CDC), and local public health authorities. The bankruptcy judges for the Southern District of Georgia have continued to schedule and preside over court hearings, using telephonic and video conferencing to allow parties to appear and be heard despite the restrictions imposed on everyone by the virus. The U.S. Trustee has extended the requirement that all 341 meetings be conducted by telephone or video appearance to all cases filed during the period of the U.S. President’s “Proclamation on Declaring a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak” issued March 13, 2020, and ending on the date that is sixty (60) days after such declaration terminates.

While visits to the courthouses remain restricted and many court employees continue working remotely from home, the U.S. Bankruptcy Court for the Southern District of Georgia and the Clerk’s Office are committed to providing the same level of attention to each bankruptcy case, with a focus on quality assurance and customer service. Please visit the Court’s website at www.gasb.uscourts.gov for the latest information on court proceedings, restrictions on visitors to the courthouses, related orders, and COVID-19 resources and updates. Questions may also be directed to the Clerk’s Office at any of the three telephone numbers listed at the bottom of this page.



COURTHOUSE LOCATIONS

*AUGUSTA	*BRUNSWICK	DUBLIN	*SAVANNAH	STATESBORO	WAYCROSS
600 James Brown Blvd Augusta, GA 30901	801 Gloucester St Brunswick, GA 31520	100 N Franklin St Dublin, GA 31021	125 Bull St Savannah, GA 31401	52 N Main St Statesboro, GA 30458	601 Tebeau St Waycross, GA 31501
(706) 823-6000	(912) 280-1376	<i>unstaffed</i>	(912) 650-4100	<i>unstaffed</i>	<i>unstaffed</i>

* Clerk’s Office Hours: Monday through Friday 8:30 am to 5:00 pm

Court COVID-19 Operations Resources & Information

Please regularly check the Court's website at www.gasb.uscourts.gov for the latest updates and information as we continue to monitor the national response and local government recommendations and adjust our practices and procedures as needed.

Operational Status of Courthouses:

To minimize potential exposure to the COVID-19 virus, Chief District Judge J. Randal Hall issued **Standing Order MC120-004** to restrict entry to all Southern District of Georgia courthouses. Click [HERE](#) to view the order.

All persons entering the courthouses will be screened for a fever of 100 degrees or higher; also, all persons who enter the courthouse for official business are required to wear a face mask and/or face covering.

Operational Status of Clerk's Office Staff:

The Clerk's Office is fully operational although most staff members are working remotely. All persons entering the courthouse to file a document or make a payment to the Clerk (*and are not subject to the restrictions listed in Standing Order MC120-004*) should use the U.S. Bankruptcy Court drop-box on the first floor; instructions and envelopes are included at the drop-box for convenience. Please do not place cash or personal checks in the drop-box.

The Clerk's Office is available by telephone Monday through Friday, 8:30 AM to 5:00 PM, to answer any questions or provide information. Please contact the Clerk's Office at one of the following numbers if you need guidance or assistance: Augusta (706-823-6000); Brunswick (912-280-1376); Savannah (912-650-4100).

Administrative Orders Related to COVID-19 (*click on each order to view*):

- [Amended Administrative Order 2020-1](#)
- [Administrative Order 2020-2](#)
- [Order Extending Administrative Order 2020-2](#)

§ 341 Meetings of Creditors:

The U.S. Trustee program has extended the requirement that § 341 meetings be conducted by telephone or video appearance to all cases filed during the period of the U.S. President's "Proclamation on Declaring a National Emergency Concerning the Novel Coronavirus Disease (COVID-19) Outbreak" issued March 13, 2020, and ending on the date that is sixty (60) days after such declaration terminates. However, if the responsible U.S. Trustee or case trustee determines that an in-person examination of the debtor is required to ensure the completeness of the meeting or protection of estate property, the U.S. Trustee may approve the continuation of the § 341 meeting to an in-person meeting in a manner that complies with local public health guidance.

Please visit the USTP Region 21 website (<https://www.justice.gov/ust-regions-r21>) for any additional information on § 341 meetings that may apply within the Southern District of Georgia.

Court Telephonic Hearings Information



The Court is currently using the AT&T Reservationless Conferencing System, which is free of charge to all parties. If counsel believes a particular matter requires in-person appearance, he or she may seek guidance from the Court by contacting the assigned hearing judge's courtroom deputy. Each judge will manage his or her own docket, so the procedures may not necessarily be the same. Each judge's courtroom deputy will notify counsel and unrepresented parties of any changes to the scheduling of trials, evidentiary hearings, and other matters on a case by case basis.

Attorneys: please advise your clients not to appear at the courthouse. Parties can assist the Court in facilitating telephonic hearings by contacting opposing counsel and interested parties well in advance of the hearing to resolve any issues that can be resolved.

To participate in a telephonic hearing:

1. Dial the appropriate toll-free number listed below for the judge assigned to your hearing.
2. Enter the access code and security code associated with the toll-free number.
3. Dial in at least ten (10) minutes prior to your scheduled hearing time.
4. Place all phones on MUTE when your case is not being heard. Do not use the "speaker" function. Do not place the call on hold.
5. Users are prohibited from recording or broadcasting the proceedings conducted by the Court.
6. Identify yourself at the beginning of the call and each time you speak.

JUDGE COLEMAN	JUDGE BARRETT	JUDGE KIM
1-888-363-4749	1-888-363-4749	1-877-336-1280
Access Code: 8597913	Access Code: 7030574	Access Code: 5616052
Security Code: 0914	Security Code: 4172020	Security Code: 0423

**Updates concerning the COVID-19 operational status of the Court
are published on the Court's website at**

www.gasb.uscourts.gov

Small Business Reorganization Act of 2019 (SBRA) Effective February 19, 2020

On August 23, 2019, the Small Business Reorganization Act of 2019, P.L. No. 116-54 (SBRA) was signed into law and went into effect on February 19, 2020. The Advisory Committee on Bankruptcy Rules has approved the following Interim Bankruptcy Rules, which took effect on February 19, 2020 (*at its spring 2020 meeting, the Advisory Committee began the process for the issuance of permanent rules*):

Bankruptcy Rules 1007, 1020, 2009, 2012, 2015, 3010, 3011, 3014, 3016, 3017.1, 3017.2 (new), 3018, and 3019

The entire package of materials transmitted to the Supreme Court is available at www.uscourts.gov/rules-policies/pending-rules-and-forms-amendments.

Bankruptcy Forms effective February 19, 2020

Acting on an expedited basis between scheduled meetings, the Advisory Committee on Bankruptcy Rules recommended conforming changes to implement the substantive and procedural requirements of the SBRA to **Official Forms 101, 201, 309E (renumbered 309E1), 309F (renumbered 309F1), 314, 315, and 425A**, and it recommended **new Official Forms 309E2 and 309F2**. The Committee on Rules of Practice and Procedure confirmed the Advisory Committee's recommendations by an email vote. In addition, Director's Form 2000 has been updated to reflect that an individual debtor filing under subchapter V of Chapter 11 need not complete or file Official Form 122B.

Copies of these revised and new official forms are available at www.uscourts.gov/rules-policies/pending-rules-and-forms-amendments/pending-changes-bankruptcy-forms.

We will notify you of local processes and procedures that are adopted as a result of the SBRA via the court's website at www.gasb.uscourts.gov, the newsletter, and/or via GovDelivery notifications.



Small Business Reorganization Act (SBRA) of 2019, General Order 2020-1, and CM/ECF Version 5.2.3

On February 12, 2020, Chief Judge Edward J. Coleman, III, Judge Susan D. Barrett, and Judge Michele J. Kim entered **General Order 2020-1** (Regarding Interim Bankruptcy Rules and Implementation of the Small Business Reorganization Act of 2019), which provides for the application of Interim Bankruptcy Rules in cases filed under Subchapter V of Title 11 of the United States Code. General Order 2020-1 and the Interim Bankruptcy Rules may be viewed [here](#); they are also posted on the Court's website at www.gasb.uscourts.gov under *Judges' Info > General Orders*.

To provide some helpful information concerning SBRA, Judge Paul W. Bonapfel of the U.S. Bankruptcy Court for the Northern District of Georgia has published "A Guide to the Small Business Reorganization Act of 2019." Click [here](#) to read the summary. Additionally, Judge Benjamin A. Kahn of the U.S. Bankruptcy Court for the Middle District of North Carolina and his Law Clerk, Samantha A. Ruben, have authored "Key Events in the Timeline of Subchapter V Cases." Click [here](#) to read the summary.

The U.S. Bankruptcy Court for the Southern District of Georgia upgraded its CM/ECF database to **Version 5.2.3** on February 18, 2020. Beginning February 19, 2020, when a new Chapter 11 case is filed in CM/ECF, the filer must select one of three options concerning the debtor's status as a small business:

- 1) *No, I am not a small business debtor;*
- 2) *Yes, and I do not choose to proceed under Subchapter V of Chapter 11; or*
- 3) *Yes, and I choose to proceed under Subchapter V of Chapter 11.*

It is critical that the proper selection is made at the time of filing as the option selected results in different case processing actions.

There are also several new CM/ECF docket events related to SBRA: **Pre-Status Conference Report, Chapter 11 Small Business Subchapter V Plan, Amended Chapter 11 Small Business Subchapter V Plan, Ch 11 Subchapter V Trustee's Final Report and Account, and Ch 11 Subchapter V Trustee's Report of No Distribution.**

CARES Act of 2020

Coronavirus Aid,
Relief, and
Economic
Security Act



On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. 116-136 (the “CARES Act”) was signed into law. Section 1113 of the CARES Act made several temporary changes to title 11 of the United States Code (the “Bankruptcy Code”) to provide financial assistance during the coronavirus crisis. In pertinent part, the CARES Act amended 11 U.S.C. § 1182(1) and § 103(i) to modify the definition of the term “debtor” for cases filed under subchapter V beginning on March 27, 2020, and ending one year thereafter. These changes necessitate a corresponding amendment to Interim Rule 2020.

General Order 2020-2

On April 22, 2020, Chief Judge Edward J. Coleman, III, Judge Susan D. Barrett, and Judge Michele J. Kim entered **General Order 2020-2** (Regarding Temporary CARES Act Changes to Interim Bankruptcy Rule 2020), which provides for the application of amended Interim Bankruptcy Rule 1020 in its entirety to cases filed under Subchapter V of Title 11 of the United States Code filed on or after March 27, 2020. General Order 2020-2 and the Interim Bankruptcy Rules may be viewed [here](#); they are also posted on the Court’s website at www.gasb.uscourts.gov under *Judges’ Info > General Orders*.

CARES Act Official Forms Changes

The enactment of CARES Act requires one-year amendments to five (5) official forms to account for a new definition of “debtor” applicable to subchapter V of Chapter 11 and a new exclusion from the definitions of “current monthly income” and “disposable income.” These forms were made available in April 2020:

- Official Form 101 (*Voluntary Petition for Individuals Filing for Bankruptcy*)
- Official Form 201 (*Voluntary Petition for Non-Individuals Filing for Bankruptcy*)
- Official Form 122A-1 (*Chapter 7 Statement of Your Current Monthly Income*)
- Official Form 122B (*Chapter 11 Statement of Your Current Monthly Income*)
- Official Form 122C-1 (*Chapter 13 Statement of Your Current Monthly Income and Calculation of Commitment Period*)

Federal Rules Changes Effective **December 1, 2020**

The following rules amendments were approved by the Judicial Conference on September 17, 2019. The Supreme Court adopted these proposed amendments and transmitted them to Congress on April 27, 2020. These amendments will take effect on December 1, 2020, absent congressional intervention:

Appellate Rules 35 and 40;

Bankruptcy Rules 2002, 2004, 8012, 8013, 8015, and 8021;

Civil Rule 30; and

Evidence Rule 404

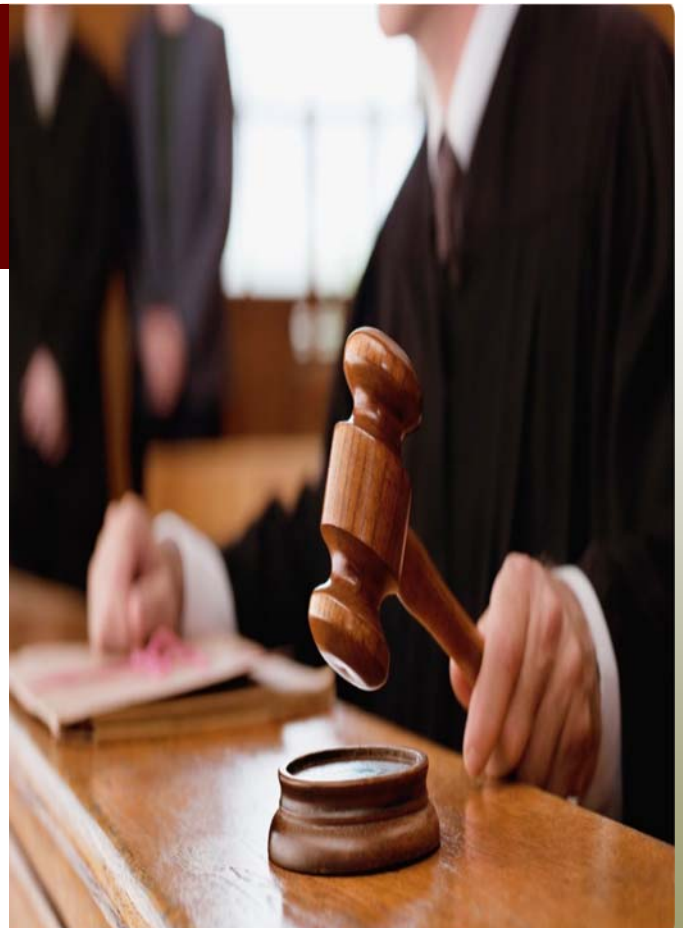
The entire package of materials transmitted to the U.S. Supreme Court is available at www.uscourts.gov/rules-policies/pending-rules-and-forms-amendments.

New Eleventh Circuit Chief Judge William H. Pryor, Jr.

On June 3, 2020, United States Circuit Judge William H. Pryor, Jr. assumed the duties of Chief Judge of the United States Court of Appeals for the Eleventh Circuit as well as Chairman of the Eleventh Circuit Judicial Council. Judge Pryor succeeds Judge Ed Carnes, who served as Chief Judge from August 1, 2013 to June 2, 2020.

To read the news release, click on the link below:

<http://www.ca11.uscourts.gov/news/judge-william-h-pryor-jr-succeeds-judge-ed-carnes-chief-judge-united-states-court-appeals>





Miscellaneous Fee Increases Effective December 1, 2020

At its March 2020 session, on the recommendation of the Committee on Court Administration and Case Management, the Judicial Conference approved inflationary adjustments to fees on the appellate, district, and bankruptcy court miscellaneous fee schedules, as well as on the Court of Federal Claims and the Judicial Panel on Multidistrict Litigation miscellaneous fee schedules. These changes are scheduled to become effective on December 1, 2020. A new fee schedule will be posted on the Court website at that time.

Bankruptcy Court Miscellaneous Fee Schedule (28 U.S.C. §1930)

Item No.	Description	Current Fee	Approved New Fee
2	Exemplification	\$22	\$23
3	For reproduction of an audio recording of a court proceeding	\$31	\$32
4	For filing an amendment to the debtor's schedules...	\$31	\$32
5	Search Fee	\$31	\$32
7	For filing any document that is not related to a pending case or proceeding	\$47	\$49
8	Administrative Fee	For filing a petition under Chapter 7, 12, or 13, \$75. For filing a petition under Chapter 9, 11, or 15, \$550. When a motion to divide a joint case under Chapter 7, 12, or 13 is filed, \$75. When a motion to divide a joint case under Chapter 11 is filed, \$550.	For filing a petition under Chapter 7, 12, or 13, \$78. For filing a petition under Chapter 9, 11, or 15, \$571. When a motion to divide a joint case under Chapter 7, 12, or 13 is filed, \$78. When a motion to divide a joint case under Chapter 11 is filed, \$571.
19	For filing the following motions: <ul style="list-style-type: none"> To terminate, annul, modify, or condition the automatic stay To compel the abandonment of property of the estate To withdraw the reference of a case or proceeding To sell property of the estate free and clear of liens under sec. 363(f) 	\$181	\$188
20	Claims Transfer	\$25	\$26
21	Motion to Redact	\$25	\$26



National Bankruptcy Filings Fall 11.8% for Year Ending June 30, 2020

(Published on the U.S. Court's website July 29, 2020)

Despite a sharp rise in unemployment related to the coronavirus (COVID-19) pandemic, personal and business bankruptcy filings fell 11.8 percent for the 12-month period ending June 30, 2020, according to statistics released by the Administrative Office of the United States. Annual bankruptcy filings totaled 682,363, compared with 773,361 cases in the year ending June 2019.

Business filings remained virtually identical to a year before, at 22,482. However, non-business bankruptcy filings fell by 12.1 percent, to 659,881 in the year ending June 30, 2020, compared with 750,878 in the year ending June 2019.

To read the entire article, click on the link below:

<https://www.uscourts.gov/news/2020/07/29/bankruptcy-filings-fall-118-percent-year-ending-june-30>

Public Comment Period for Proposed Amendments to Federal Rules

On August 14, 2020, the Judicial Conference Advisory Committees on Appellate, Bankruptcy, Civil, and Criminal Rules published proposed amendments to their respective rules and forms and requested that the proposals be circulated to the bench, bar, and public for comment:

Appellate Rule: 25

Bankruptcy Restyled Rules Parts I and II: 1007, 1020, 2009, 2012, 2015, 3002, 3010, 3011, 3014, 3016, 3017.1, 3017.2 (*new*), 3018, 3019, 5005, 7004, and 8023; and Official Forms 101, 122B, 201, 309E1, 309E2, 309F1, 309F2, 314, 315, and 425A;

Civil Rule: 12 and Supplemental Rules for Social Security Review Actions Under 42 U.S.C. §405(g); and

Criminal Rule: 16

The proposed amendments, rules committee reports explaining the proposed changes, and instructions on how to submit comments, are posted on the U.S. Courts website at:

<https://www.uscourts.gov/rules-policies/proposed-amendments-published-public-comment>

The public comment period ends **February 16, 2021**. If approved, the amendments would become effective **December 1, 2022**.

PACER Updates*



Free Access to Court Records Increases in 2020

Beginning January 1, 2020, if a PACER user's quarterly usage is \$30 or less, the bill will be waived. This is an increase from the existing \$15 or less quarterly fee waiver. Users will see this change reflected in the April 2020 billing statement. This update will result in more than 75 percent of users accessing court records paying no fee in a given quarter.

Fees: How, When Users are Charged for PACER Access

Access to information through PACER costs \$0.10 per page for all users. This charge applies to accessing each page of search results, even if your search yields no matches.

Please note the following regarding PACER charges:

- Fees for case documents, docket sheets, or case-specific reports are \$0.10 per page. These fees are capped at 30 pages (\$3.00).
- The fee cap does not apply to searches, reports that are not case-specific, and transcripts of federal court proceedings.
- If you perform a search, the fee is \$0.10 per page for the search results, transcripts, or non-case-specific reports via PACER.
- An audio file of a court hearing via PACER costs \$2.40 per file.
- There is no additional fee to print or save the information once it has been accessed.

If you accrue \$30 or less in a quarter, your fees will be waived; otherwise, your PACER account will be billed for all usage. To find out more about PACER fees, view the electronic public access fee schedule at https://pacer.uscourts.gov/documents/epa_feesched.pdf.

Judiciary Launches Redesigned PACER Website

Check out PACER's new redesigned information and resource website at:

<https://pacer.uscourts.gov>

The mobile-friendly website contains new features and accessibility tools, and provides information about how the public can access federal court records electronically and have easy access to PACER and PACER-related applications. Specifically, two PACER applications - *Manage My Account* and *Registration* - have new designs to create an improved user experience.

Please email any feedback regarding the redesigned website to the PACER Service Center at pacer@psc.uscourts.gov.

**Public Access to Court Records (PACER) is an electronic public access service, provided by the Federal Judiciary, that allows users to obtain case and docket information online from federal appellate, district, and bankruptcy courts, and the PACER Case Locator. For more information, please visit the PACER website at <https://pacer.uscourts.gov>.*

Revised Judge Assignments

Effective January 1, 2020, all Chapter 13 Savannah cases were assigned to Chief Judge Edward J. Coleman, III. All Chapter 13 Savannah cases previously assigned to Judge Michele J. Kim have been reassigned to Judge Coleman.

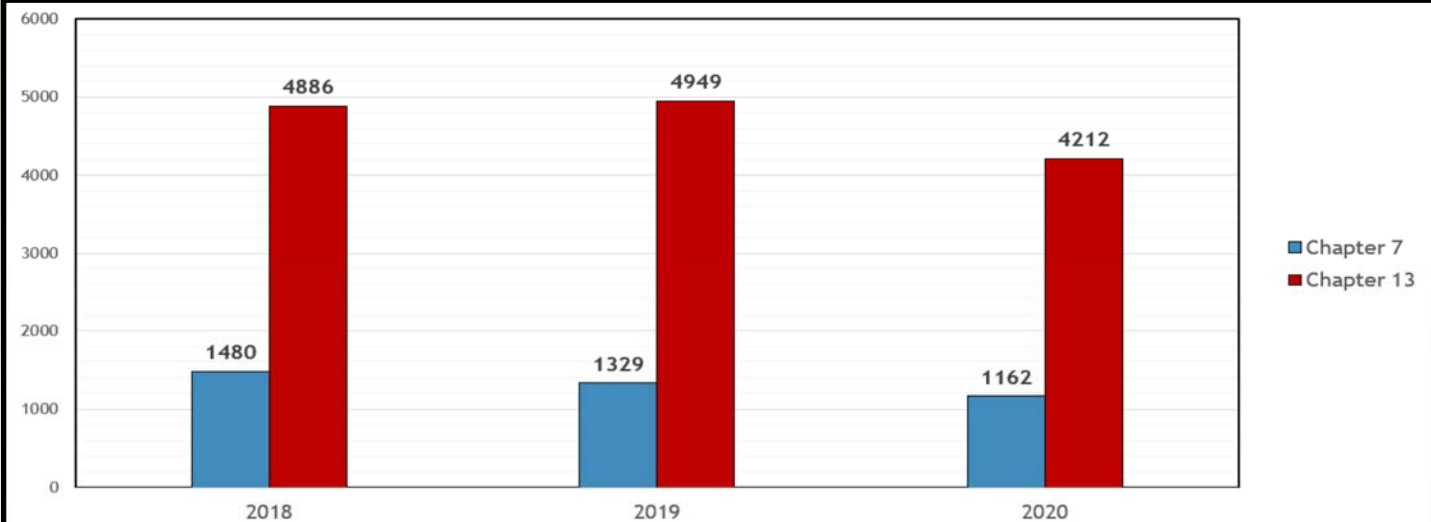
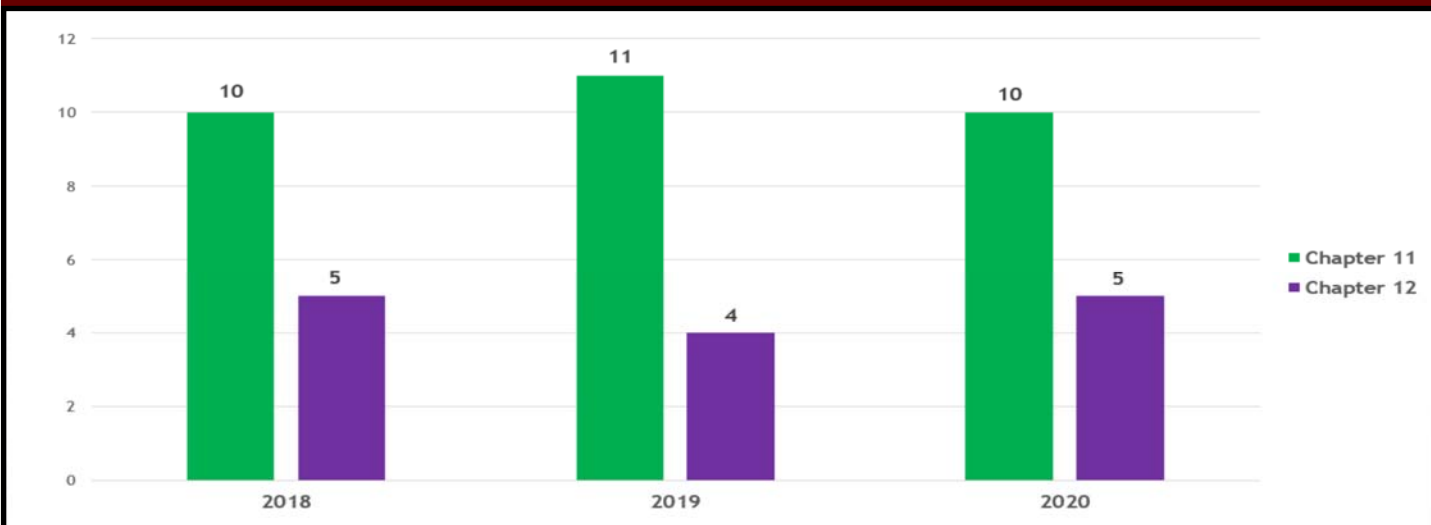
To distinguish which judge is handling a case, look at the judge's initials at the end of the case number. Please see the below chart outlining current case assignments.

Judge Susan D. Barrett	Chief Judge Edward J. Coleman, III	Judge Michele J. Kim
All Augusta cases	All Savannah cases	All Brunswick cases
All Dublin cases	All Statesboro Ch. 11/12/13 cases	All Waycross cases
All Statesboro Ch. 7 cases		

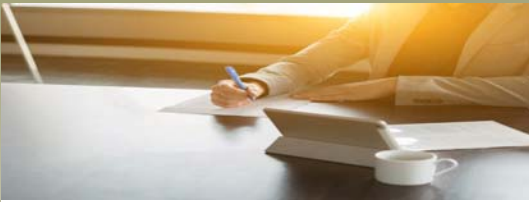
Case Management Digit Assignments

The following digits became effective August 15, 2020 and are subject to change periodically. Current case management digit assignments are also available on the Court's website at www.gasb.uscourts.gov under *Court Info > General Information > Phone Directories and Case Management Digit Assignments*.

Case Administrator	Phone Number	Ch 13 cases including Adversaries	Ch 7 cases including Adversaries	Ch 7/13 Case Opening Digits	Ch 11/12 cases including Case Opening & Adversaries
Ruba (RAF)	(912) 280-1375	00 - 99	00 - 99	00 - 99	
April R. (APR)	(912) 280-1375				All MJK
Holly (HKB)	(912) 650-4123	00 - 26	00 - 26	0, 1, 2	
Rena (RTC)	(912) 650-4132	27 - 53 Sav/Stb	27 - 53 Sav/Stb	3, 4, 5 Sav/Stb	
Elizabeth (EMB)	(912) 650-4116	54 - 72 Sav/Stb	54 - 72 Sav/Stb	6 Sav/Stb	All EJC
Laura (LLE)	(912) 650-4140	73 - 99 Sav/Stb	73 - 99 Sav/Stb	7, 8, 9 Sav/Stb	
Charlene (CCB)	(706) 823-6456	00 - 16 Aug/Dub/Way	00 - 16 Aug/Dub	00 - 16 Aug/Dub (7/13) Way (13)	
Karen (KMC)	(706) 823-6019	17 - 32 Aug/Dub/Way	17 - 32 Aug/Dub	17 - 32 Aug/Dub (7/13) Way (13)	
Betty (BJG)	(706) 823-6030	33 - 49 Aug/Dub/Way	33 - 49 Aug/Dub	33 - 49 Aug/Dub (7/13) Way (13)	
Vonita (VWW)	(706) 823-6024	50 - 66 Aug/Dub/Way	50 - 66 Aug/Dub	50 - 66 Aug/Dub (7/13) Way (13)	
Christina (CMT)	(706) 823-6034	67 - 83 Aug/Dub/Way	67 - 83 Aug/Dub	67 - 83 Aug/Dub (7/13) Way (13)	
April G. (AKG)	(706) 823-6038	84 - 99 Aug/Dub/Way	84 - 99 Aug/Dub	84 - 99 Aug/Dub (7/13) Way (13)	All SDB

Ch. 7 & 13 Case Filings by Chapter for 12-Month Period Ending 6/30/2020**Ch. 11 & 12 Case Filings by Chapter for 12-Month Period Ending 6/30/2020****Total Case Filings (All Chapters) for 12-Month Period Ending 6/30/2020**

Statistical data is available to the public on the Judiciary's website at:
<https://www.uscourts.gov/statistics-reports/caseload-statistics-data-tables>



Attorney Admission Pro Hac Vice Payment Procedures Revised

Effective July 13, 2020, the current Attorney Pro Hac Vice fee of \$200.00 may be paid electronically in CM/ECF via Pay.gov with the filing of the Motion to Appear Pro Hac Vice, or the fee may be paid via check made payable to **Clerk, U.S. Bankruptcy Court**. All other filing requirements for a Motion to Appear Pro Hac Vice remain unchanged; the filing requirements for Attorney Admission Pro Hac Vice are available on the court's website at www.gasb.uscourts.gov under *Attorney Info > Attorney Pro Hac Vice*.

CM/ECF Creditor User Manual Updated

The CM/ECF User Manual for creditor filers has been revised and updated with new filing instructions in an easy-to-read format. To view the manual, visit our website at www.gasb.uscourts.gov under *CMECF Information > Training - User Guidelines and Manuals > Creditor User Manual*, or [CLICK HERE](#) to be taken directly to the manual.

Subscribe for News and Updates

To receive notifications and alerts posted to the Southern District of Georgia Bankruptcy Court website, subscribe to the Court's GovDelivery email notification system by visiting

www.gasb.uscourts.gov:

Subscribe for News Updates

To subscribe to news updates, receive the court's newsletter, or access your subscriber preferences, please enter your email address.

Required Email Address

Submit

Unclaimed Funds Infrastructure Upgrade - New URL

The National Unclaimed Funds Locator (UCFL) has been upgraded from a single server architecture to a two-tiered architecture. Since the upgrade was technical only, no changes have been made to front-end functionality.

Effective August 21, 2020, the UCFL is available via a new Uniform Resource Locator (URL), <https://ucfl.uscourts.gov>, for use by court personnel and the general public. Unclaimed funds data is available at this new URL.

*Please see **Page 15** of this newsletter for more information regarding Unclaimed Funds.*



What's NEW with CM/ECF Bankruptcy Events and Forms

New Docket Events

- Under Motions/Applications menu: **Motion for Exemption from Certification of Plan Completion (Ch 13)**.
- Under Miscellaneous menu: **Unclaimed Funds Supporting Documentation**. Created for filers to docket supporting documentation in relation to an Application for Unclaimed Funds. The image for this event is restricted to viewing by court users only.
- Under Motions/Applications menu: **Application for Order Authorizing Participation in Farm Service Agency Programs etc.** Created for use in Chapter 12 cases.
- Under Claim Actions menu: **Notice of Mortgage Deferment or Forbearance**.
- Under Miscellaneous menu: **Request for Transcript or Audio CD**. Created for filers to docket the form request for a transcript or audio CD recording of a court hearing. To obtain the order form visit the [Transcript Requests](http://www.gasb.uscourts.gov) page on the court's website at www.gasb.uscourts.gov.

Modified Docket Events

- **Application for Unclaimed Funds (Motions/Applications)**: the image is no longer restricted, and filers are prompted to docket supporting documentation for unclaimed funds separately from the application.
- **Motion to Redact (Motions/Applications)**: the image for the motion and attachments is now restricted upon filing to viewing by court users only, pursuant to updated Bankruptcy Rule 9037 (*which became effective on December 1, 2019*). Filers must attach the redacted document(s) to the motion when filing.
- **Affidavit/Amended Affidavit/Counter Affidavit (Miscellaneous)**: the event will now prompt users to indicate if the affidavit is a counter-affidavit, and will place the appropriate docket text in the docket entry.

Revised Forms

- **Form GASB-55 Order on Motion for Relief from Stay - eOrder version** which is available on the court's website at www.gasb.uscourts.gov. The fillable form has been updated to enlarge the box for typing "Other Provisions" on the last page of the order.
- **Form 7-36 Notice of Requirement to Complete Means Test** revised to include information regarding the National Guard and Reservists Debt Relief Extension Act of 2019, which became effective on August 26, 2019.

Motions to Redact

Generally, a party may file a Motion to Redact a document that contains information entitled to privacy protection pursuant to Bankruptcy Rule 9037. A single motion may relate to more than one redacted document, and a fee of \$25 is required per affected case. The moving party may be, but is not limited to, the original filer of the document.

The motion must identify by location on the case docket or claims register each document to be redacted; it should not, however, include the unredacted information itself. The following language should be included in the proposed order for redaction: *“The Clerk’s Office is hereby authorized and directed to take steps necessary to prevent future public access to the [name of document].”* Neither the motion nor the proposed order should contain any language granting external public access to an original unredacted claim or document, nor should any language be included regarding the timeliness of any claim or document.

Effective December 1, 2019, the proposed redacted document should be filed as an attachment to the Motion to Redact. The docket event for a Motion to Redact will prompt filers to certify that the redacted document attached is an exact copy of the original document, with only the personal identifiers redacted. On the case docket, both the Motion to Redact and the redacted document will be restricted from public view.

Upon the filing of the Motion to Redact, the Clerk’s Office will immediately restrict access to the original unredacted document, allowing viewing by court users only. At such time the motion is granted, the Clerk’s Office will docket the redacted pleading as an amendment to the original unredacted document. If an order is entered denying the motion, the restriction to both the motion and the original unredacted document will be removed, allowing public access to the images.

Unclaimed Funds

Effective December 1, 2019, the Clerk’s Office requires use of the new Application and Proposed Order for Unclaimed Funds (*Director’s Form 1340*) by any claimant desiring to recover funds previously deposited in the U.S. Treasury as unclaimed. The application, proposed order, and other required documentation is available on the Court’s website at www.gasb.uscourts.gov under “Unclaimed Funds.” Claimants must also file with the application and proposed order required supporting documentation listed in the procedures attached to the application, and a certificate of service showing service of a copy of the application to the U.S. Attorney and upon any other party who may have an interest in the funds.

The application and proposed order may be filed electronically by attorney users in the Court’s CM/ECF database by using the docket event located under:

Bankruptcy > Motions/Applications > Unclaimed Funds

The supporting documentation should be docketed using the docket event located under:

Bankruptcy > Miscellaneous > Unclaimed Funds Supporting Documentation

To search for Unclaimed Funds for the Southern District of Georgia, please visit the U.S. Bankruptcy Unclaimed Funds Locator national database on the Court’s website (www.gasb.uscourts.gov) under:



The public may also search unclaimed funds using the Court’s public computer terminals located at the Clerk’s Divisional Offices in Augusta, Brunswick, and Savannah. Additionally, verification of unclaimed funds balances or questions regarding unclaimed funds retrieval procedures may be directed to the Court’s Administrative Specialist at (912) 650-4100.

A Friendly Reminder

Formatting Requirements for eOrders

Please ensure that all proposed orders conform to the sample order templates as provided in the [eOrders Guidelines and Procedures](#) for the U.S. Bankruptcy Court for the Southern District of Georgia. Formatting requirements include:

- The first page of the order must contain a 4-inch margin at the top of the page;
- Remember to include counsel identification with signature on proposed orders. Local Rule 9072 -1(d) states: *“Whenever any proposed order is submitted for entry by the bankruptcy court, including a consent order, the proposed order shall identify the attorney who prepared the order, the name of the party represented by such attorney, and shall include the attorney’s signature, name, address, telephone number, and Georgia State Bar number, if the attorney is a member of the State Bar of Georgia.”*;
- The words “[END OF DOCUMENT]” should be typed at the bottom of the order, above the signature(s);
- Do NOT include a signature line for the judge;
- The language in the order must match the relief requested in the motion/application, etc.;
- When uploading an eOrder, do NOT include a distribution list of certificate of service.



Motion for Relief from Automatic Stay

When filing a Motion for Relief from Automatic Stay, please be sure to include the correct subject property in the motion, and ensure that any exhibits referenced in the motion are attached.

Case Captions on Pleadings Filed in Joint Cases

In a joint case, the names of both debtors should be included in the caption of all pleadings.

Tips & Tricks

Removing Metadata from a PDF

When a PDF document is not “flattened” before uploading for filing in CM/ECF, the file-stamp header may not appear on the document. The header contains crucial information that should appear. Please ensure that all PDF documents are flattened prior to uploading and filing in CM/ECF.

CM/ECF Training Available

The Clerk’s Office offers introductory CM/ECF training for new users and refresher training for more experienced filers. Please contact the Divisional Manager in Augusta (706-823-6000), Brunswick (912-280-1376) or Savannah (912-650-4100) to schedule your training session.

Missing a Notice of Electronic Filing (NEF)?

Have you missed a Notice of Electronic Filing (NEF) from the CM/ECF database? Run a NEF Summary Report from the Reports menu in CM/ECF, where you can verify the notices that were sent to you. In order to view the report, you must log in to CM/ECF with your attorney ECF account.

Proofread documents before filing!

Before filing a document in the CM/ECF database, please check to make sure the basic requirements have been met:

- ✓ The document is captioned with the correct court district, division, debtor name, case number, and chapter;
- ✓ The document contains an original or electronic signature of the filer;
- ✓ Any exhibits/attachments referenced to the document are attached;
- ✓ Certificate of service with date and signature is included; proper parties have been served at the address on record with the court.



Savannah U.S. Courthouse Annex Construction Continues

Update provided by Becky Case, Savannah, GA

Construction Photos by: Alec Chappell



The new Savannah Courthouse Annex will be open for business by June 2021. The U.S. Bankruptcy Court and U.S. Probation Office will be the main tenants in the building. The new interior will have a Bankruptcy Courtroom on the top floor facing Telfair Square, with the Clerk's Office on the second floor, and the Probation Office split between the first and third floors. Inside the courtroom, there will be a state of the art audio/visual system for hearings and other court-related business.

This is all part of a five year, two building project that includes the historic U.S. Tomochichi Courthouse. When complete, the buildings will add to the historic fabric of the downtown area, while respecting the adjacent neighborhoods. We are looking forward to a restored look on Telfair Square with the new Annex. While we are under construction, we are deeply grateful for your patience and cooperation during this process.



Constitution Day Art and Essay Contest Honorees



Pictured from left to right are (front row) Sophia Denton, Kennedy Manley, Alanah Caruthers, Azzuri Murphy, and Lietta Checketts, (back row) Debbie Reese, Christian Carter, and Chief Judge Coleman.

In honor of Constitution Day, the U.S. Bankruptcy Court for the Southern District of Georgia, Savannah Division, held its 3rd annual art and essay contest for local K-5th graders. Students were asked to create an art piece or write an essay regarding why they value a particular freedom in the U.S. Constitution. Over 250 entries were received from local students, representing 8 elementary schools in Chatham County. The winning entries, currently on display on the second floor of the Tomochichi Federal Courthouse, were selected by a team of court officials.

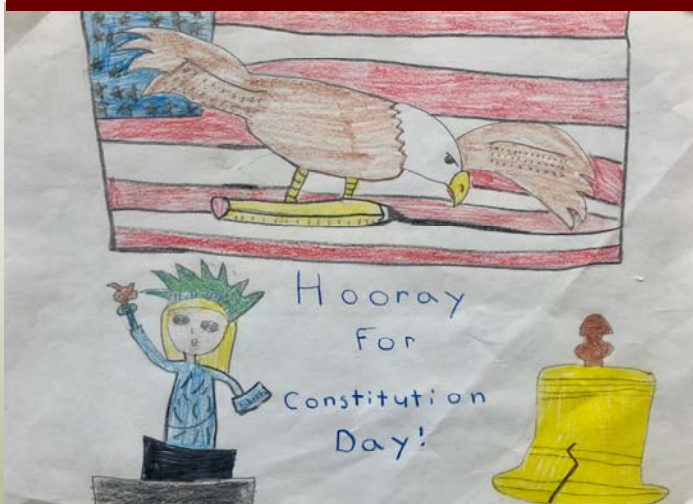
The winning students, pictured above with Chief Judge Edward J. Coleman, III, were invited to the federal courthouse to participate in a mock trial, and they were presented with medals, framed certificates of achievement, and pocket-sized guides to the U.S. Constitution. Congratulations to these bright and talented young people!



U.S. Constitution Day Winning Drawings



CHRISTIAN CARTER
Kindergarten
White Bluff Elementary



ALANAH CARUTHERS
3rd Grade
Windsor Forest Elementary

U.S. Constitution Day Winning Drawings



KENNEDY MANLEY
2nd Grade
Shuman Elementary



SOPHIA DENTON
1st Grade
Windsor Forest Elementary



U.S. Constitution Day

Winning Essays



AZZURI MURPHY

4th Grade

Shuman Elementary



LIETTA CHECKETTS

5th Grade

Jacob G. Smith Elementary

Azzuri Murphy 9/2/21

Do you know about Amendment 19 and the suffering of women voting rights? Women voting rights were passed by congress June 4, 1919, and ratified on August 18, 1920, the 19th amendment granted women the right to vote. Women struggled to receive voting rights because they were not looked at as a person that could make a difference in a world where white men ruled. Also in 1878 A federal amendment to grant women the right to vote is introduced for the first time by senator Aron A. Sargent of California. After there was a huge fight between the U.S congress and in state legislature about the 19th Amendment.

I feel that the Amendment 19 should be known because you should think about how women felt to not be able to vote for president. Also how men felt like, did they feel bad or did they just didn't care? Thanks for reading.

The First Amendment

Lietta Checketts

September 16, 2019

Jacob G. Smith

Teacher: Mrs. P. Baker

Stop! Think. What would you do if you were told that you couldn't say what you wanted to say? Well, that's EXACTLY what could happen if we didn't have the First Amendment. The First Amendment gives us the freedom of speech, religion, press, petition, and assembly. Some very important rights, wouldn't you agree?

I'm glad that I can speak with anyone, about anything I want. This is very important in my everyday life, because it affects everything I say! I'm also glad I can worship God in any way I want. This is important to me because religion impacts so much of what I think, say, and do.

I want to be an author when I grow up. I'm grateful that my options are unlimited. I can write and publish anything I want. I like that individuals have a way to make a stand using a petition. We each have a voice, and this Amendment lets us use it! I'm also very grateful that I can gather with the people around me to discuss with, support, and encourage each other.

Thank you to the wonderful fathers of our wonderful country for protecting these essential rights!

Employee News

NCBC LEAD Academy Graduates



Pictured are Chris Murray (left) and Crystal DeLaurentis (right).

Congratulations to **Chris Murray** and **Crystal DeLaurentis** (pictured above) on completing all requirements of the National Conference of Bankruptcy Clerks (NCBC) **LEAD Academy**. Since 1980, the NCBC has represented the needs of bankruptcy clerk's offices throughout the country, providing training and professional development opportunities, advocacy, and leadership at the national level. The LEAD academy is a four-month leadership program designed to encourage non-supervisory court employees to lead in place, with mentorship being a big component of the program. As members of the first graduating class of the academy, Chris and Crystal were 2 of 49 candidates chosen from over 100 applicants representing various court locations from around the country. Completion of six required assignments, Mentor Connect discussions, and the Clifton Strengths assessment and webinar were prerequisites for attendance to the LEAD Academy workshop held in August 2019 at the NCBC annual conference in Chicago, Illinois. We are so proud of you, Chris and Crystal - keep up the great initiative!

Recent Hires

Jennifer Cotton

Law Clerk for Judge Kim



Jennifer is from Athens, Georgia. She received her bachelor's degree in Philosophy from New York University in 2016, and her law degree from the University of Georgia in 2019. Jennifer's prior experience includes interning for a state court judge in Athens-Clarke County, as well as working at an international human rights coalition in New York City and at a law firm in Atlanta. In her spare time, she maintains an online vintage clothing store. Jennifer began her clerkship with Judge Kim on September 3, 2019. Her tenure with the Southern District of Georgia will continue beyond her clerkship with Judge Kim; Jennifer has been selected as a law clerk for Judge Wood in the United States District Court beginning on September 8, 2020.

Martina Echeverria

Law Clerk for Judge Kim



Martina, originally from Uruguay, has lived all over the world. She received her bachelor's degree in Philosophy and Psychology from the University of Miami in 2014, and her law degree from Emory University in 2019. Martina's prior experience includes working at an advertising agency in New York prior to law school, and at a law firm in Atlanta during and after law school. Martina enjoys painting and speaks three different languages: English, Spanish, and Italian. Her clerkship with Judge Kim began on January 27, 2020.

Welcome to the Team!

Recent Promotions

Leigh Cribbs Divisional Manager

Leigh was promoted to Divisional Manager of the Brunswick division in December 2019. Leigh has been an employee of the Bankruptcy Court for the Southern District of Georgia for 20 years. She began her court career in 2000 as a Case Opener, advanced to Case Administrator, and had been the Courtroom Deputy to Judge Dalis and then Judge Kim in the Brunswick division since 2006. Leigh received a bachelor's degree in Psychology (cum laude), with a minor in French, from Armstrong Atlantic State University in Savannah, Georgia.



April Rowe Courtroom Deputy

April was promoted to Courtroom Deputy to Judge Michele J. Kim in December 2019. April has been with the Bankruptcy Court for the Southern District of Georgia for over 11 years. She was initially hired by the U.S. Probation Office in April 2007, and transferred to the U.S. Bankruptcy Court, Brunswick division, where she has worked as a Case Administrator, Electronic Court Recording Operator (ECRO), and Chapter 11/12 Clerk for Judge Kim. April earned an Associate of Science degree in Marketing/Business Management (Dean's List) from Coastal Georgia Community College in Brunswick, Georgia.



Recent Promotions (*continued*)

Chris Murray Judicial Assistant

Chris was promoted to Judicial Assistant to Chief Judge Edward J. Coleman, III in January 2020. Chris has been an employee of the Bankruptcy Court for the Southern District of Georgia for 15 years. She began her court career in May 2004 as a Case Administrator, served as the Electronic Court Recording Operator (ECRO) for Judge Coleman, and had been the Chapter 11/12 Clerk for Judge Coleman since December 2016. Chris attended Cornell College in Mount Vernon, Iowa, and is a recent graduate of the National Conference of Bankruptcy Clerks (NCBC) LEAD Academy.



Crystal DeLaurentis Administrative Specialist

Crystal was promoted to Administrative Specialist for the Clerk's Office in May 2020. Crystal has been an employee of the Bankruptcy Court for the Southern District of Georgia for almost two years. She began her court career in October 2018 as a Case Administrator. Crystal received a Bachelor of Science degree in Fashion Merchandising and Apparel Design from Georgia Southern University in 2002, and is also a recent graduate of the National Conference of Bankruptcy Clerks (NCBC) LEAD Academy. Prior to her court career, Crystal worked for more than seven years as a paralegal/office manager at the law firm of Bulovic and O'Hearn.



Recent Retirements



Debbie Bostic Coleman

Debbie Bostic Coleman ended her tenure as Judicial Assistant to Chief Judge Coleman on January 5, 2020. During her 7 years with the court, Debbie left her mark. Her contributions to the smooth operation of chambers and the administration of all our cases were many. Her ability to make the transition from a small law firm environment to the federal judiciary was impressive. Debbie never sought to influence the business of the clerk's office. But she was a vital link between chambers and our clerk's office, and she could always be counted on for honest and candid and thoughtful advice. She was dedicated to our collective success as a court.

During her 7 years Debbie was active in the Association of Bankruptcy Judicial Assistants and served in nearly every position of that organization including Secretary, Membership Chair, and President. Her contributions to our local community included organizing and hosting several high school mock trial competitions, and Debbie started our annual Constitution Day art and essay contest for younger students resulting in the participation of hundreds of Chatham County students.

Although Debbie left the court, she has not stopped helping others. Having worked every day of her life since the age of 17, Debbie sought ways to keep contributing. In February she received six weeks of training as a Court Appointed Special Advocate (CASA) and was sworn in by the Juvenile Court of Chatham County on March 10, 2020. She received her first assignment shortly thereafter and has devoted dozens of hours advocating on behalf of her designated children. In July she was named CASA of the month.

In September 2020, Debbie received training through the Superior Court of Chatham County to serve as a guardian ad litem and she hopes to continue working on behalf of the children of our community. As a mother of two successful children, and with four granddaughters, Debbie has a lot to offer to our youth.

But all work and no play is no fun --- so, golf, mountain biking, kayaking, and travel (so far in 2020: South Dakota, Wyoming, Virginia, Florida, Tennessee, and North Carolina, plus 145 of 159 counties in Georgia) round out her days. We wish her all the happiness she so well deserves.

Best
Wishes



Recent Retirements (*continued*)

Sharon Rankin



Sharon retired from the U.S. Bankruptcy Court on December 29, 2019. She began her career with the Court on July 21, 1980, in the Savannah Division, where she was assigned as a temporary Notice Clerk. On October 22, 1986, Sharon resigned to care for her infant daughter Katie, and returned to the Clerk's Office on May 15, 1989 to her position as a case manager in the Savannah Division. Sharon was promoted to Operations Supervisor of the Savannah Division on August 26, 2002 and was subsequently promoted to the Divisional Manager of the Brunswick office on May 14, 2007. Over the years, Sharon provided support for several judges and their staff, trained many of the Clerk's Office staff, and provided exceptional guidance to many of her coworkers on a professional and personal level. Sharon's organizational knowledge, friendly demeanor, and exceptional laugh are missed throughout the district. The Court has benefited greatly from Sharon's 37 years of service, and we wish her much success and happiness in her retirement.



We will miss you!



**THE COURTHOUSE WILL BE CLOSED IN OBSERVANCE OF THE
FOLLOWING UPCOMING FEDERAL HOLIDAYS**

October 12	Columbus Day	Monday
November 11	Veterans Day	Wednesday
November 26	Thanksgiving Day	Thursday
December 25	Christmas Day	Friday
January 1	New Year's Day	Friday

CM/ECF and PACER will be available for online filing and access to case information.

A special thank you to the following folks who
contributed to this edition of *The Southern Scoop**:

Judge Edward J. Coleman, III

Becky Case

Alec Chappell

Leigh Cribbs

Crystal DeLaurentis

Michael Drabek

Cherish Hayes

Chris Murray

Carrie Ramirez

Lucinda Rauback

Lainie Saul

Carla Wilbourn



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or

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