FILED
JAMES J. WALDRON, CLERK
MAR 27 2002
U.S. BANKRUPTCY COURT
NEWARK, N.J.
BY DEPUTY

UNITED STATES BANKRUPTCY COURT
DISTRICT OF NEW JERSEY

In re:

The Electronic Case
Filing System ("ECFS)
_____/

ORDER APPROVING USE OF TEMPLATE FOR
SUBMISSION OF PROPOSED FORMS OF ORDER

On the Court's own motion, and for good cause shown:

IT IS, on this 27th Day of March 2002;

ORDERED THAT to accommodate the April 1, 2002 implementation date ("implementation date") of the electronic case filing system ("ECFS") in this Court, all proposed forms of order submitted subsequent to the implementation date, whether submitted electronically or conventionally, must substantially conform with the order template (annexed as *Exhibit A*) and accompanying directions maintained by the Court, and made available on the court's website www.njb.uscourts.gov.; and it is further

ORDERED THAT notice of this Order to the bar be simultaneously published in the New Jersey Law Journal and the New Jersey Lawyer

Hon. Rosemary Gambardella, Chief Judge
United States Bankruptcy Court
District of New Jersey

EXHIBIT A

Caption in Compliance with D.N.J. LBR 9004-2(c)

In Re:

Case No.

Adv. No.

Hearing Date:

Judge:

CAPTION OF ORDER

The relief set forth on the following pages, numbered two (2) through _____ is hereby **ORDERED**.

DATED:

_____

Judge, United States Bankruptcy Court

Upon consideration of (movant's) motion/application for an order (relief requested), and good cause appearing therefore, it is hereby

ORDERED that (relief granted).

UNITED STATES BANKRUPTCY COURT
DISTRICT OF NEW JERSEY

NOTICE TO THE BAR AND PUBLIC

Pursuant to a General Order of the United States Bankruptcy Court for the District of New Jersey, entered on or about March 27, 2002, the Court will implement Case Management/Electronic Case Filing ("CM/ECF") on April 1, 2002 (the "implementation date").
In order to accommodate CM/ECF, the Court further entered an Order on or about March 27, 2002 requiring that all proposed forms of order submitted subsequent to the implementation date, whether submitted electronically or conventionally, must substantially conform with the order template and accompanying directions maintained by the Court, and made available on the court's web site www.nj.uscourts.gov.

Specifically, as provided by the Court's *Administrative Procedures for Filing, Signing, and Verifying Documents by Electronic Means* (the "*Administrative Procedures*"), at paragraph II. E. 3, all proposed forms of order, whether submitted electronically or conventionally, shall be formatted in accordance with instructions provided by the Clerk. The Commentary Supplementing the Administrative Procedures at paragraph II. 5 provides:

> Any proposed form of order whether submitted electronically or conventionally, must substantially conform with the order templates maintained by the Court, and made available on the Court's website www.njb.ucourts.gov. The signature line must be three inches in length and fixed at 4 inches from the left edge of the paper and 8 inches from the top edge of the paper. Signatures approving orders will be affixed electronically providing for little tolerance in this area. Orders which do not comply will be returned as defective.

All proposed forms of order submitted on or after April 1, 2002 must conform to the above referenced guidelines. A copy of the Order Template follows.

James J. Waldron, Clerk

Dated: March 27, 2002