

**MISCELLANEOUS EVENTS LIST**  
**UPDATED AUGUST 2004**

The chart below lists the events in the Miscellaneous Events category and provides additional e: filing guidance for certain events. This chart also makes reference to local rules, forms and orders. Many of the events are hyperlinked to the specific docketing instructions found in the Court’s online attorney docketing manual, [CM/ECF Event Instructions](#).

On July 1, 2004, the court introduced new Recommended Local Forms and Orders. Please review the [Notice to the Bar and Public](#) as well as the [Guidance Document](#) for more information. The chart below makes reference to these new forms and orders where appropriate.

MISCELLANEOUS EVENT	ADDITIONAL E:FILING GUIDANCE	COURT GUIDANCE, RULES & FORMS
<b>20 LARGEST UNSECURED CREDITORS</b>		
<a href="#">AMENDED LIST OF CREDITORS (FEE)</a>	A Verified Statement of Changes along with the amended list of creditors containing only the additional creditors must be e:filed also	See also <a href="#">DNJ LBR 1007-2, 1009-1, Misc. Forms, Fee Schedule</a> .
<a href="#">AMENDED SCHEDULES</a>	Variable Box states: “Schedule(s) Amended: (Ex: B,C)”	Use this event to amend information contained in petitions or schedules. This event may also be used to amend Schedules D, E, F or the List of Creditors if the amendment is to simply change the address of a listed creditor or to add the name and address of an attorney for a listed creditor. No fee will be charged for these amendments. The court will not enter an Order Respecting Amendment, but the debtor is still required to notify affected parties.

<p><b><u>AMENDED SCHEDULES D, E OR F (FEE)</u></b></p>	<p>Variable Box states: “Schedule(s) Amended” A Verified Statement of Changes along with the amended list of creditors containing only the additional creditors must be e:filed also.</p>	<p>See also <a href="#">Misc. Forms</a>; <a href="#">Fee Schedule</a></p>
<p><b>ANSWER (INVOLUNTARY)</b></p>	<p>This event contains a Prefix box to further clarify the docket text.</p>	<p>Do not use this event to file an answer to a complaint. Use the <b>Answer/Response</b> category under Adversary.</p>
<p><b>APPRAISAL OF</b></p>	<p>Variable Box states: “Description of Property”</p>	
<p><b><u>CERTIFICATE OF CONSENT</u></b> (Also found in Adversary)</p>	<p>Variable Box states: “Hearing Date if Applicable” This event provides opportunity to link to related matter.</p>	<p>See also <a href="#">Misc. Forms</a> ; <a href="#">Administrative Procedures</a> at page 5 ; <a href="#">Commentary Supplementing Administrative Procedures</a> at page 11</p>
<p><b>CERTIFICATE OF SERVICE</b> (Also found in Adversary)</p>	<p>This event contains a Prefix box to further clarify the docket text. This event provides opportunity to link to related matter.</p>	
<p><b><u>CERTIFICATION AND AGREEMENT TO PAY FILING FEE</u></b> (Also found in Adversary)</p>	<p>This event provides opportunity to link to related matter.</p>	<p>This event is to be used by Trustees, DIPs and other court approved parties only. See Also <a href="#">Misc. Forms</a>.</p>
<p><b>CERTIFICATION OF BALLOT</b></p>		<p>See also <a href="#">DNJ LBR 3018-2</a></p>
<p><b>CERTIFICATION OF DEBTOR IN POSSESSION</b></p>		
<p><b><u>CERTIFICATION OF NO OBJECTION</u></b></p>	<p>This event provides opportunity to link to related matter.</p>	<p>Please see Sections E and F of the <a href="#">General Order Governing Procedures for Complex Chapter 11 Cases</a>.</p>

<b>CERTIFICATION OF NON COMPLIANCE</b>		
<b><u>CHANGE OF ADDRESS</u></b>	Variable Boxes states: 1. "Name of Party whose address is changing" 2. "Former Address" 3. "Current Address"	See also <a href="#">Misc. Forms</a>
<b>CORE SERVICE LIST</b>		
<b>CORRESPONDENCE</b>		
<b><u>CREDITOR'S CERTIFICATION OF DEFAULT</u></b>	This event provides opportunity to link to related matter.	Follow the links on the court's website, <i>Forms</i> → <i>Recommended Forms and Orders</i> to view .pdf and .wpd versions of this certification. See also <a href="#">Local Forms</a> 16 and 16A if applicable.
<b>DOCUMENT</b> (Also found in Adversary)	Variable Box states: "Enter Nature of Document" This event contains a Prefix box to further clarify the docket text. This event provides opportunity to link to related matter.	
<b>EXHIBIT</b> (Also found in Adversary)	This event provides opportunity to link to related matter.	For information on excerpting and length of document, see <a href="#">Order Establishing Procedure; Administrative Procedures</a> at page 6 ; <a href="#">Commentary Supplementing Administrative Procedures</a> at page 13.
<b>FINAL INSTALLMENT PAYMENT - CHAPTER 13</b>	Variable Box states: "Enter Fee Amount"	
<b>FINAL INSTALLMENT PAYMENT - CHAPTER 7</b>	Variable Box states: "Enter Fee Amount"	

<a href="#"><u>MASTER SERVICE LIST</u></a>		See also Exhibit F, Section D of the <a href="#"><u>General Order Governing Procedures for Complex Chapter 11 cases.</u></a>
<b>MEDIATOR'S CERTIFICATION OF COMPLETION</b> (Also found in Adversary)	This event provides opportunity to link to related matter.	See also <a href="#"><u>DNJ LBR 9019-2, Misc. Forms</u></a>
<b>MISCELLANEOUS PROCEEDING (fee)</b>		
<a href="#"><u>MISSING DOCUMENT(S) FILED</u></a>	Variable Box states: "Enter Documents Filed"	Use this event to file the balance of an incomplete petition.
<a href="#"><u>MONTHLY FEE STATEMENT</u></a>	Set Obj. Deadline for 20 days from Date of Service "Enter Obj. Date"	See also Exhibit A of the <a href="#"><u>General Order Adopting Guidelines Governing Procedures for Payment of Interim Compensation</u></a> etc.
<a href="#"><u>NOTICE DEPOSITING UNCLAIMED FUNDS</u></a>	Variable Box states: "Enter name of the Creditor" and "Enter payment amount"	See also <a href="#"><u>DNJ LBR 3011-1</u></a> and <a href="#"><u>7067-1; Misc Forms</u></a>
<a href="#"><u>NOTICE OF AGENDA</u></a>		See also <a href="#"><u>Misc. Forms</u></a> , Exhibit F, Section G of the <a href="#"><u>General Order Governing Procedures for Complex Chapter 11 cases.</u></a>
<a href="#"><u>NOTICE OF APPEARANCE AND REQUEST</u></a> for Service (Also found in Adversary)		
<a href="#"><u>NOTICE OF INFORMATION</u></a>		See also <a href="#"><u>Local Forms 5, 6, 11 &amp; 12</u></a>
<b>NOTICE OF INFORMATION - LARGE CASE</b>		
<b>NOTICE OF PRO BONO SERVICES</b> (Also found in Adversary)		

<b>NOTICE OF SETTLEMENT OF CONTROVERSY</b> (Also found in Adversary)		See also <a href="#">Local Form 9 &amp; 10</a> . If this is being filed in the adversary, it must also be filed in the main bankruptcy case.
<b>NOTICE OF VOLUNTARY CONVERSION TO CHAPTER 7 (FEE)</b>	Drop down menu provides choices for Chapter/Asset(s). Variable Box states: "Enter Convert date"	See also <a href="#">Fee Schedule</a>
<b>NOTICE OF VOLUNTARY DISMISSAL</b> (Adversary only)	Variable Box states: "Enter Defendants Name" This event provides opportunity to link to related matter.	
Monthly <b>OPERATING REPORT</b>	Variable Box states: "Enter filing period month and year" (ex. April, 2004)	
<b>PRE-TRIAL MEMORANDUM</b> (Adversary only)		
<b>REAFFIRMATION AGREEMENT</b>	Variable Box states: "Reaffirmation with"	See also <a href="#">Local Form 21</a>
<b>REPORT OF INITIAL DISTRIBUTION</b>		See also <a href="#">Local Form 7</a> , <a href="#">DNJ LBR 3021-1</a>
<a href="#">REQUEST FOR ALIAS SUMMONS</a> (Adversary only)		
<b>REQUEST TO ENTER DEFAULT</b> (Adversary only)		See also <a href="#">DNJ LBR 7055-1</a> Follow the links on the court's website, <i>Forms</i> ➔ <i>Recommended Forms and Orders</i> to view .pdf and .wpd versions of the proposed order.

<b>REQUEST FOR DEFAULT JUDGMENT</b> (Adversary only)		See also <a href="#">DNJ LBR 7055-1</a> Follow the links on the court's website, <i>Forms</i> → <i>Recommended Forms and Orders</i> to view .pdf and .wpd versions of the proposed order.
<b>SECOND INSTALLMENT PAYMENT - CHAPTER 13</b>	Variable Box states: “Enter Fee Amount”	
<b>SECOND INSTALLMENT PAYMENT - CHAPTER 7</b>	Variable Box states: “Enter Fee Amount”	
<b>STATEMENT OF INTENTION</b>		
<b>STIPULATION</b> (Also found in Adversary)	Variable Boxes state: “Stipulation with Whom?” “Stipulation Regarding?” “Is this an extension to object to Discharge?” This event provides opportunity to link to related matter.	
<b>STIPULATION FOR DISMISSAL IN ADVERSARY PROCEEDING</b> (Adversary only)		
<b>SUBPOENA</b> (Also found in Adversary)		See also <a href="#">Misc. Forms, DNJ LBR 2004-1</a>
<a href="#">SUBSTITUTION OF ATTORNEY</a> (Also found in Adversary)	Variable Box states: “Select Attorney(s) no longer associated with the case”	
in <b>SUPPORT</b> of (Also found in Adversary)	This event provides opportunity to link to related matter.	Support documents are uploaded as attachments to motions/applications. Use this event to file support documents that are subsequent to the initial filing.

<b>THIRD INSTALLMENT PAYMENT - CHAPTER 13</b>	Variable Box states: “Enter Fee Amount”	
<b>THIRD INSTALLMENT PAYMENT - CHAPTER 7</b>	Variable Box states: “Enter Fee Amount”	
<b>TRIAL BRIEF</b> (Also found in Adversary)		
<b>VOLUNTARY PETITION (CHAPTER 11)</b>		
<b>VOLUNTARY PETITION (CHAPTER 13)</b>		
<b>VOLUNTARY PETITION (CHAPTER 7)</b>		
<b><u>UST CERTIFICATION OF DEFAULT</u></b>	This event provides opportunity to link to related matter.	
<b><u>WITHDRAWAL OF DOCUMENT</u></b> (Also found in Adversary)	This event provides opportunity to link to related matter.	This event may be used by Trustees to withdraw a Final Report or by a movant to withdraw a matter scheduled for hearing. (See also <b><u>D.N.J. LBR 9013-1(D)</u></b> )