

CHAPTER 12

ADVERSARY CASE OPENING



Opening a New Adversary Proceeding

Summons

ADVERSARY PROCEEDING CASE OPENING

Opening an adversary proceeding involves entering the necessary information regarding the plaintiff and defendant, along with basic statistical data. The lead event (usually the complaint) is incorporated into this process and will not need to be docketed separately. This module demonstrates the steps to take to open an adversary proceeding in CM/ECF.

STEP 1 Click the Adversary hypertext link on the CM/ECF Main Menu Bar.

STEP 2 The **Adversary Events** screen displays.



Click the [Open an Adversary Proceeding](#) hypertext link.

STEP 3 The **Case Information** screen displays. (See Figure 1)

Figure 1





Click the down arrow ▼ to reveal the list of **Office** (division) options. **Select the same division to which the related general case is assigned.**



The **Case Type** defaults to **ap** (adversary proceeding). No action is necessary.






The current date is displayed in the **Date Filed** field. This date cannot be changed.

-  Click the down arrow ▼ to reveal the list of **Complaint** options: either **y** for yes or **n** for no. This field signifies the lead event for this proceeding. If filing something other than a complaint, such as a Notice of Removal, change the **y** to **n**.
-  Click **[Next]** to continue or **[Clear]** to re-enter the information.

STEP 4 The **Associated Cases** screen displays. (See **Figure 2**)



Figure 2

-  Enter the **Lead Bankruptcy Case Number** (office code-yy-bk-nnnnn format).
-  The **Association Type** field defaults to adversary. No action is necessary.
-  Click **[Next]** to continue.

Note: If the system prompts that the base case number entered is not a valid case, click the **[Back]** button and re-enter the case number.

STEP 5 The **Search Plaintiff** screen displays. (See **Figure 3**)

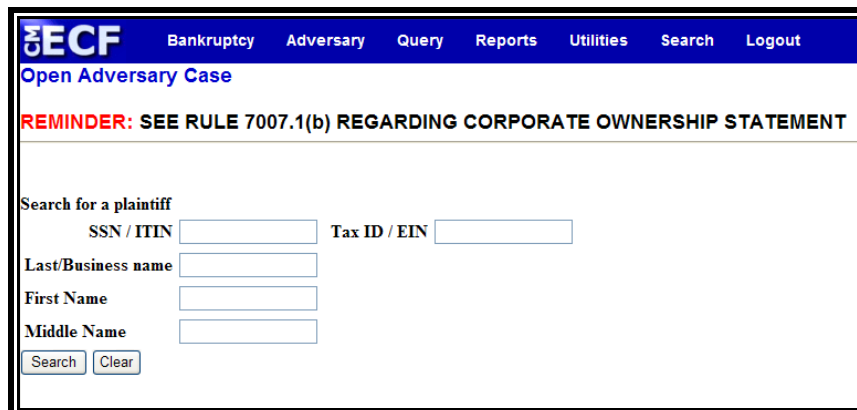




Figure 3

-  Enter a social security number, tax identification number, or last/business name to search for the party to be added to the case. (The first name and/or middle name can be included to narrow down the search.)
-  Click **[Search]** to continue.

STEP 6 The **Party Search Results** screen displays. (See Figure 4)

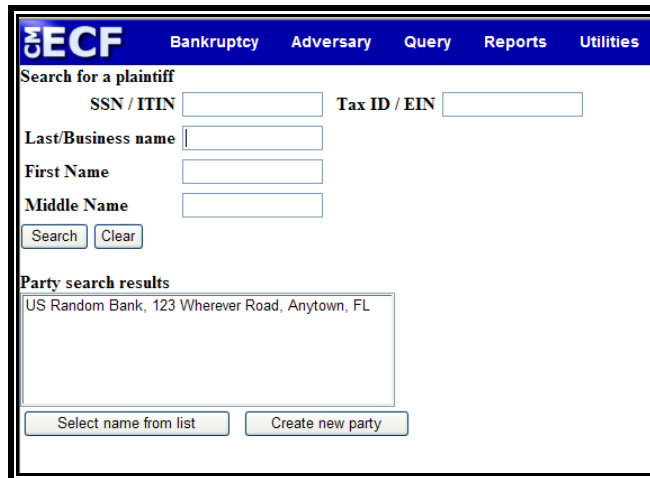




Figure 4

-  If the system finds the correct party, highlight the party's name in the **Party Search Results** window, and click **Select Name from List** to add the party to the case, and then proceed to **Step 7**.

OR

-  If the system does not find the party with the search criteria entered, it will display a message **No person found** (See Figure 5)

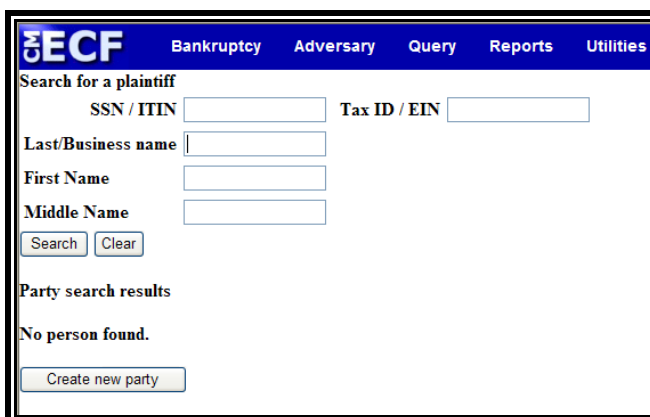


Figure 5



Click **Create New Party** to add the party to the case (if the party was not found or does not match any of the system's results).

STEP 7 The **Party Information** screen displays (See **Figure 6**).

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

Plaintiff Information

US Random Bank SSN / ITIN: Unknown

Office Address 1

Address 2 Address 3

City State Zip

County Country

Phone Fax

E-mail

Party text

Role in Bankruptcy Case

Add all attorneys, aliases and corporate parents or affiliates before clicking the Submit button.

Figure 6

Note: If you have selected a party from the party list, you will not be able to change the social security number/tax id number field; however, you will be able to modify other field information.










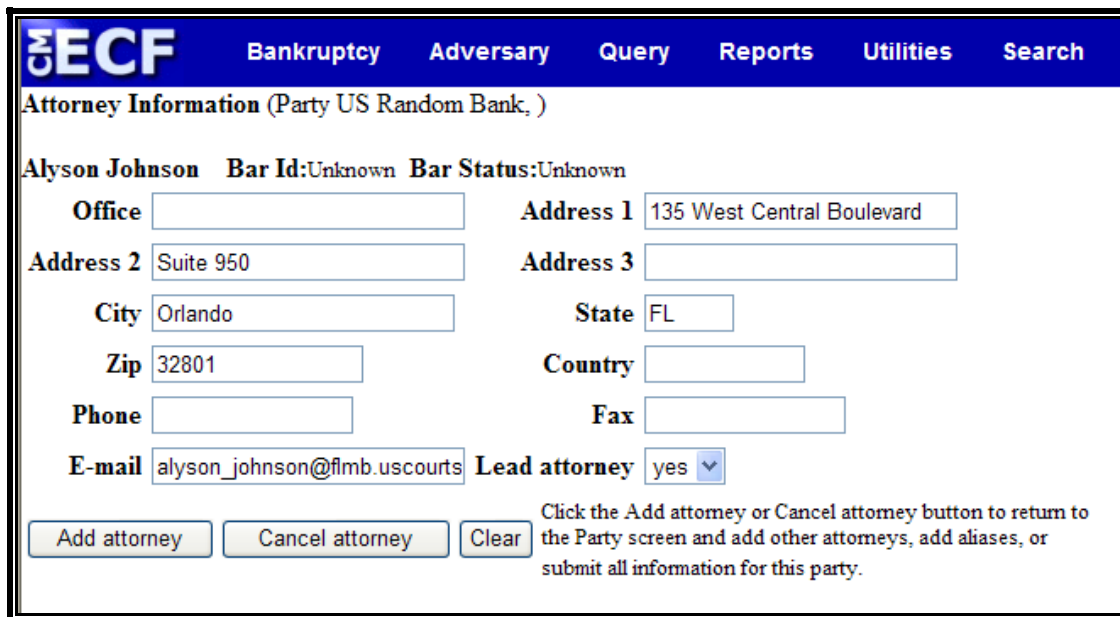
Enter or verify the party name. It is important to include the complete mailing addresses of the plaintiff and defendant for noticing purposes.

Important: Specify applicable **[Role in Bankruptcy Case]** type (Creditor, Debtor, etc.) The system will not allow you to continue without specifying the bankruptcy case role type.






The **Party Text** box can be used to add an additional descriptive nature to the party's name. For example: If the plaintiff was General Foods Store, a division of General Motors Corporation, enter: *General Foods Store* in **Last name** field, and enter: *a division of General Motors Corporation* in **Party text** field.

-  Click **[Attorney]** to add yourself as the plaintiff's attorney.
 -  Enter your last name or bar id number.
 -  Click **[Search]** to continue.
 -  The **Attorney search results** screen displays.
 -  Click to highlight the attorney name.
 -  Click **[Select name from list]** to continue.
- Note:** if you are representing multiple parties, you will need to add yourself as the attorney for each plaintiff-party you are representing.
-  The **Attorney Information** screen displays. (See **Figure 7**)



The screenshot shows the EECF (Electronic Entry Case Filing) system interface. At the top is a blue navigation bar with the EECF logo and links for Bankruptcy, Adversary, Query, Reports, Utilities, and Search. Below the navigation bar, the page title is "Attorney Information (Party US Random Bank,)". The main content area displays the attorney's name "Alyson Johnson" and their bar information "Bar Id:Unknown Bar Status:Unknown". There are several input fields for contact information: Office, Address 1 (135 West Central Boulevard), Address 2 (Suite 950), Address 3, City (Orlando), State (FL), Zip (32801), Country, Phone, Fax, and E-mail (alyson_johnson@flmb.uscourts). A dropdown menu for "Lead attorney" is set to "yes". At the bottom, there are three buttons: "Add attorney", "Cancel attorney", and "Clear". A note at the bottom right states: "Click the Add attorney or Cancel attorney button to return to the Party screen and add other attorneys, add aliases, or submit all information for this party."

Figure 7

-  If information is correct, click **[Add attorney]**.
-  The **Party Information** screen displays again (See **Figure 6**).
-  If the party has aliases, click **[Alias]** to enter the alias information. The **Alias** screen displays. (See **Figure 8**)










ECF Bankruptcy Adversary Query Reports Utilities Search Logout

Alias Information (Party US Random Bank,)

	Last/Business name	First name	Middle name	Generation	Role
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	aka ▼
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	aka ▼
3	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	aka ▼
4	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	aka ▼
5	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	aka ▼

Click the Add aliases button to return to the Party screen and submit all information for this party.

Figure 8

-  Enter up to five aliases for this party.
-  Click the down arrow ▼ to reveal the list of options in the **Role** category. They are: aka (also known as), dba (doing business as), fdba (formerly doing business as) and fka (formerly known as).
-  Click to select the appropriate **Role** type for each alias entered.
-  Click **[Add aliases]** to submit.
 -  If you make a mistake during the addition of aliases, click **[Clear]** to begin again.
 -  If you have more than five aliases to add for this party, click **[Add aliases]** to add the first five. Then click **[Alias]** again to submit additional aliases. This may be done as often as necessary until all aliases are added to the system.
-  Review information by clicking the **[Review]** button to verify the information for the party being added.
-  When all information is correct, click **[Submit]** to add the party to the case and database.
-  The **Search Party** screen displays again. You may either add another Plaintiff or click **[End plaintiff selection]** to proceed to add Defendant(s) or other interested parties.

REPEAT Steps 5, 6 and 7 until all Plaintiff(s), Defendant(s) or other interested parties have been added to the system.

Note: When adding a defendant, DO NOT associate an attorney for the defendant. An attorney for a defendant will be added to the case upon the filing of a responsive pleading.



Once all parties have been added to the system, click [End Party Selection].

STEP 8 The Adversary Statistical Data screen displays. (See Figure 9)

The screenshot shows the ECF (Electronic Case Filing) system interface for opening an Adversary Case. The top navigation bar includes links for Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. Below the navigation bar, the title "Open Adversary Case" is displayed. A red reminder message states: "REMINDER: SEE RULE 7007.1(b) REGARDING CORPORATE OWNERSHIP STATEMENT". The main form area contains several input fields and dropdown menus:

- Add judge:** A dropdown menu.
- Party code:** A dropdown menu with the selected value "3 U.S. not a Party".
- Rule 23 (class action):** A dropdown menu with the selected value "n".
- Jury demand:** A dropdown menu with the selected value "None".
- Demand (\$000):** A text input field.
- State law:** A dropdown menu with the selected value "n".
- Primary nature of suit:** A dropdown menu with the selected value "none".
- Second nature of suit:** A dropdown menu with the selected value "none".
- Third nature of suit:** A dropdown menu with the selected value "none".
- Fourth nature of suit:** A dropdown menu with the selected value "none".
- Fifth nature of suit:** A dropdown menu with the selected value "none".

At the bottom left of the form, there are two buttons: "Next" and "Clear".






Figure 9





Click the down arrow ▼ to reveal the list of Judge options. Select the Judge that is associated with the Main Case to which the Adversary refers.



Click the down arrow ▼ to reveal the list of **Party Code** options. If the U.S. is a plaintiff or a defendant in this adversary proceeding, click to highlight the correct party code to so indicate. If the U.S. is ***not*** a plaintiff or defendant in your case, accept the default **US not a Party**.

-  Click the down arrow ▼ to reveal the list of **Rule 23 (Class Action)** options. The default is **n** for no. If the adversary being filed is a Rule 23 (Class Action) proceeding, change the default to **y**.
-  Click the down arrow ▼ to reveal the list of **Jury Demand** options. Those options are *Both, Defendant None, Plaintiff*. The system defaults to none. If you are requesting a jury trial in your attached complaint, so indicate in this field.
-  **Demand:** If there is a dollar demand in the complaint, enter the **(\$000)** amount to the nearest thousand (i.e. for a demand of 5,000 enter 5, leave off the 000). Note: DO NOT use dollar signs or commas.
-  Click the down arrow to reveal the list of **State Law** options. The default is **n** for no. If the adversary being filed relates to a state law, change the default to **y**.
-  Click the down arrow ▼ to reveal the list of **Primary Nature of Suit** options. Click to highlight the primary nature of suit that applies to the instant case.

Important Note: If there is more than one **Nature of Suit** and one is objection to discharge (727), choose 424 (*Object or Revoke a Discharge pursuant to 11 U.S.C. Section 727*) here.
-  Click the down arrow ▼ to reveal the list of **Secondary Nature of Suit** options. Click to highlight the secondary nature(s) of suit that apply to the instant case. You may select up to five total nature of suit options.
-  Click **[Next]** to continue.

STEP 9 The **PDF Document Selection** screen displays. (See **Figure 10**)



The screenshot shows the ECF (Electronic Case Filing) interface for opening an adversary case. The top navigation bar includes links for Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. The main heading is "Open Adversary Case". A red reminder states: "REMINDER: SEE RULE 7007.1(b) REGARDING CORPORATE OWNERSHIP STATEMENT". Below this, a text prompt says "Select the pdf document (for example: C:\199cv501-21.pdf)". There is a "Filename" input field with a "Browse" button next to it. Below the input field, the "Attachments to Document" section has two radio buttons: "No" (which is selected) and "Yes". At the bottom, there are "Next" and "Clear" buttons.

Figure 10



Click [**Browse**], then navigate to the directory where the appropriate PDF file is located.

Verify you have selected the correct document by right clicking on the highlighted filename and select **Open** to view the image in Adobe Acrobat. Once verified, close the PDF image and select **Open** from the “Choose File” pop-up screen to associate the PDF file with the docket entry.



The **Attachments to Document** option defaults to **No**. If you have attachments to the document, click the **Yes** radio button to indicate there are attachments. (Refer to module: *Attachments to Documents* in Chapter 10 for instructions, if necessary).



Click [**Next**] to continue.

STEP 10 The **Fee Information** screen displays (See **Figure 11**)



The screenshot shows the ECF (Electronic Case Filing) interface for opening an adversary case, specifically the Fee Information screen. The top navigation bar includes links for Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. The main heading is "Open Adversary Case". A red reminder states: "REMINDER: SEE RULE 7007.1(b) REGARDING CORPORATE OWNERSHIP STATEMENT". Below this, a text prompt says "SELECT THE APPROPRIATE OPTION FROM THE LIST BELOW". There is a dropdown menu with a list of options: "PLAINTIFF IS THE DEBTOR", "PLAINTIFF IS THE TRUSTEE", "PLAINTIFF IS AN AGENCY OF THE UNITED STATES GOVERNMENT", "PLAINTIFF IS THE UNITED STATES TRUSTEE", "PLAINTIFF IS THE UNITED STATES TRUSTEE ACTING AS CASE TRUSTEE", "PLAINTIFF IS THE DEBTOR-IN-POSSESSION (exempt from paying the fee as applicable)", "PLAINTIFF IS A CHILD SUPPORT CREDITOR (with completed Form B281)", and "PLAINTIFF IS NONE OF THE ABOVE".

Figure 11

Select the option that applies to the Plaintiff's position in the bankruptcy case.



Click **[Next]** to continue.

STEP 11 The **Filing Fee** screen will appear depending on the selection from the **Fee Information Screen**. This is a fixed amount that cannot be changed.



Click **[Next]** to continue.

STEP 12 The **Final Docket Text** screen displays (**Figure 12**)

Figure 12





A prefix box and supplemental text box window are available to add more detail to the docket text.










Click the down arrow ▼ to display the prefix options.
Note: You may also type the first letter of the prefix to immediately move to the list of prefixes that begin with a particular letter (i.e.: Verified type “v”). Prefix Options to choose from are:

Addendum to	Ex Parte	Joint	Sixth
Agreed	Expedited	Limited	Status
Alias	Fifth	Omnibus	Supplemental
Amended	Final	Opposition	Supporting
Amendment to	First	Pluries	Third
Certified	First Amended	Pre-Trial	Third Amended
Conditional	Fourth	Proposed	Third Party
Corrective	Fourth Amended	Sealed	Trial
Cross	Interim	Second	Unilateral

Emergency	Intervenor's	Second Amended	Verified
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-  A supplemental text box window is provided to add more detail to the docket entry.
-  Click **[Next]** to continue.

STEP 13 The **Final Approval** screen displays.

-  Verify the Final Docket Text. Read the Attention!! message.
-  If the Final Docket Text is correct:
 -  Click **[Next]** to continue and officially submit the document.
-  If the Final Docket Text is incorrect:
 -  Click the browser **[Back]** button to find the error(s) and proceed with the event.
-  To abort the event and begin again, return to **Step 1**.
-  If no filing fee is required, proceed to **Step 17**.

STEP 14 The **Electronic Payment** screen displays. (See **Figure 14**).

[Note: This screen is a pop-up. In order for this to function properly, you will need to disable any pop-up blockers you may have enabled.]

Please note: The final docket entry for adversary opening processes slower than normal transactions. Wait for it to complete before paying filing fees.

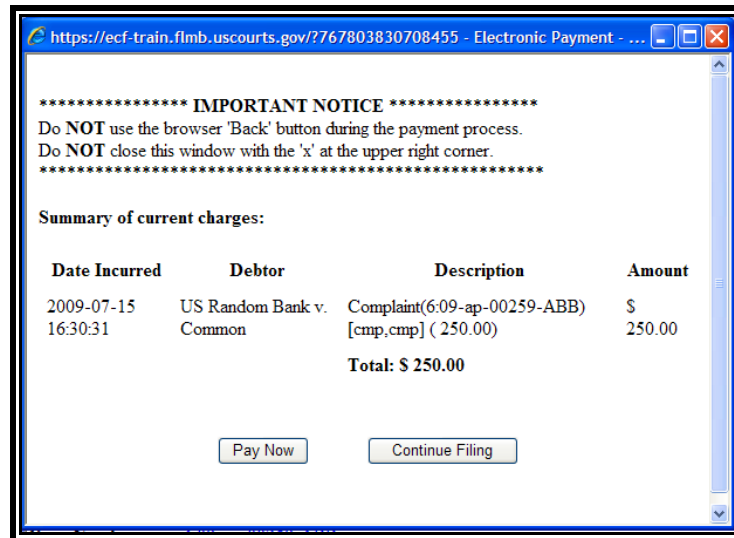






Figure 14

-  A summary of current charges appears showing the *date incurred*, *description* and *amount*.
-  The user has the option to **[Pay Now]** or **[Continue Filing]**. Although the court recommends that you pay as you go, you may pay at the end of each CM/ECF session.
Note: If you receive **ANY** messages/warnings during the payment process, **IMMEDIATELY** contact the help desk in the appropriate division. **DO NOT** make further attempts to pay fees without instruction from the Clerk's office. Also, **DO NOT** use the **BACK** button during the payment process. Failure to take these precautions may cause you to be charged twice for the same fee.
-  Select **[Continue Filing]** if you are filing multiple fee-based events and want to submit one payment at the end of each CM/ECF session. (You can also combine other fee-based filings before submitting payment). Proceed to **Notice of Electronic Filing and Automatic Summons**.
-  If you select **[Pay Now]**, proceed to **Step 15**.

STEP 15 The **Payment Information** screen displays. (See **Figure 15**)

https://qa.pay.gov/ - Online Payment - Windows Internet Explorer

Online Payment [Return to your originating application](#)

Step 1: Enter Payment Information 1 | 2

Pay Via Plastic Card (PC) (ex: American Express, Diners Club, Discover, Mastercard, VISA)

Required fields are indicated with a red asterisk *

Account Holder Name: Alys on Johnson *

Payment Amount: \$250.00 *

Billing Address: 135 West Central Boulev *

Billing Address 2:

City:

State / Province:

Zip / Postal Code: 32801

Country: United States *

Card Type: *

Card Number: * (Card number value should not contain spaces or dashes)

Security Code: * [Help finding your security code](#)

Expiration Date: * /

Select the "Continue with Plastic Card Payment" button to continue to the next step in the Plastic Card Payment Process.

[Continue with Plastic Card Payment](#) [Cancel](#)

Figure 15



The fields marked with a red asterisk are mandatory fields. Your name, street address and zip code are automatically filled in based on the information in your ECF account.

It is not necessary to add your city and state unless you prefer this information to appear in your confirmation receipt.



Click the card type. The court accepts the following credit cards:

Visa
Master Card
American Express
Discover



Enter the credit card number.



The security code is required. The transaction will fail if the security code from the back of the card is not entered correctly.



Select the card's expiration month from the drop down list and enter the expiration year.



Verify the amount being paid and click [**Continue with Plastic Card Payment**].

STEP 16 The **Payment Summary and Authorization** screen displays. (See **Figure 16**)

https://qa.pay.gov/ - Online Payment - Windows Internet Explorer

Online Payment [Return to your originating application](#)

Step 2: Authorize Payment 1 | 2

[Payment Summary](#) [Edit this information](#)

Address Information	Account Information	Payment Information
Account Holder Name: Alyson Johnson 135 West Central Billing Address: Boulevard Billing Address 2: City: State / Province: Zip / Postal Code: 32801 Country: USA	Card Type: Visa Card Number: *****1111	Payment Amount: \$250.00 Transaction Date: 07/15/2009 16:32 and Time: EDT

Email Confirmation Receipt
To have a confirmation sent to you upon completion of this transaction, provide an email address and confirmation below.

Email Address:
Confirm Email Address:
CC: Separate multiple email addresses with a comma

Authorization and Disclosure
Required fields are indicated with a red asterisk.*

I authorize a charge to my card account for the above amount in accordance with my card issuer agreement. * ☒

Press the "Submit Payment" Button only once. Pressing the button more than once could result in multiple transactions.

Figure 16



Verify information and if acceptable, click the Authorization box.



If you would like to receive a confirmation e-mail, key in your e-mail address in both fields.

Note: In testing we have found that certain keystrokes, such as hitting the enter key twice, will cause you to receive duplicate confirmation e-mails even though you have only made one payment. Best practice is to click the [**Continue**] and [**Make Payment**] buttons with your mouse.



Click [**Submit Payment**].

STEP 17 The **Transaction Receipt** screen displays. (See **Figure 17**)

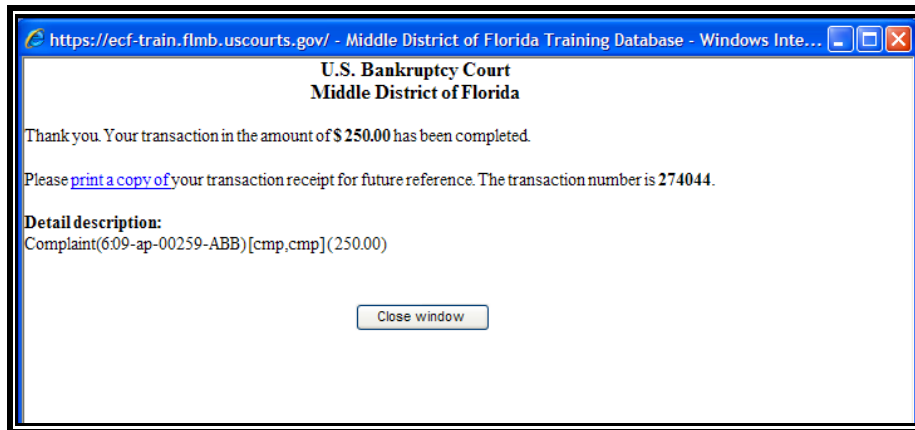


Figure 17



You can print this screen by clicking on the **print a copy of** hypertext link to save the transaction for future reference. If you provided your e-mail address, the confirmation e-mail you receive will contain the same information.



Click [**Close Window**] to continue.

Notice of Electronic Filing and Automatic Summons




Once the final docket entry is submitted, the **Notice of Electronic Filing** screen displays. The Notice of Electronic Filing screen provides three separate links to information, (See Figures 18 - 20).






Adversary Link (See Figure 18)

The Notice of Electronic Filing certifies that the filing has been received electronically by the court.

The screenshot shows the ECF (Electronic Case Filing) interface. At the top is a blue navigation bar with links: Bankruptcy, Adversary, Query, Reports, Utilities, Search, and Logout. Below the bar, the page title is "Open Adversary Case". A red "REMINDER" banner states: "SEE RULE 7007.1(b) REGARDING CORPORATE OWNERSHIP STATEMENT". The court information is "U.S. Bankruptcy Court, Middle District of Florida". The section "Notice of Electronic Filing" contains the text: "The following transaction was received from Johnson, Alyson entered on 7/15/2009 at 4:30 PM EDT and filed on 7/15/2009". Case details are listed: "Case Name: US Random Bank v. Common", "Case Number: 6:09-ap-00259-ABB" (a hyperlink), and "Document Number: 1" (a hyperlink). The "Docket Text" section shows: "Complaint by US Random Bank against Julia Alltoo Common. (Verify Fee) Nature of Suit: (65 (Dischargeability - other)). (Johnson, Alyson)". Below this, it states: "The following document(s) are associated with this transaction:". The "Document description" is "Main Document". The "Original filename" is "F:\Training Team\PDF Files for Uploading\Attorney Training PDF Documents\Needed for Class\Complaint.pdf". The "Electronic document Stamp" includes: "[STAMP bkecfStamp_ID=1021488240 [Date=7/15/2009] [FileNumber=383810-0] [0eb3e1675a30e9d22c22f09c64fc3194d3d87f87a66886854d53c3999d894aaa4b68a5f04f21e57b2fa535f14cff47c6e9834419cad5d6a3434bd359a5529e92]]".

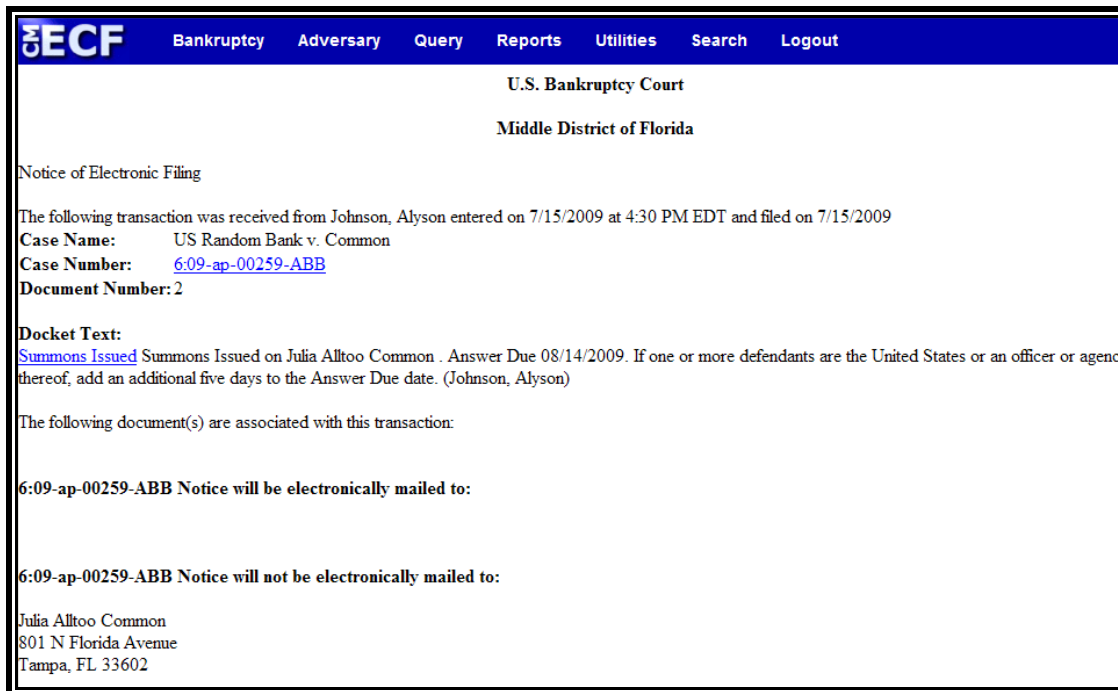
Figure 18

-  The case number assigned to the adversary is displayed
-  The document number assigned to the complaint is displayed.
-  Clicking on the adversary case number hypertext link will present the *Docket Report* for this case. A PACER account is necessary to view this link.

-  Clicking on the document number hypertext link will present the *PDF Image* of the document just filed.
-  Scroll down to see participants who have and have not received electronic noticing on this case.
-  To print a copy of this notice click the browser **[Print]** icon.
-  To save a copy of this notice, click **[File]** on the browser menu bar and select **Save Frame As**.
-  You may also save the notice through the browser **File/Save** option.

Automatic Summons Link (See Figure 19)

At the same time the complaint is docketed, the CM/ECF program will automatically create and issue a summons. It is the responsibility of the electronic filer to print the automatically issued summons and serve it according to the Federal Rules of Bankruptcy Procedure.



ECF Bankruptcy Adversary Query Reports Utilities Search Logout

U.S. Bankruptcy Court
Middle District of Florida

Notice of Electronic Filing

The following transaction was received from Johnson, Alyson entered on 7/15/2009 at 4:30 PM EDT and filed on 7/15/2009

Case Name: US Random Bank v. Common
Case Number: [6:09-ap-00259-ABB](#)
Document Number: 2

Docket Text:
[Summons Issued](#) Summons Issued on Julia Alltoo Common . Answer Due 08/14/2009. If one or more defendants are the United States or an officer or agent thereof, add an additional five days to the Answer Due date. (Johnson, Alyson)


The following document(s) are associated with this transaction:








6:09-ap-00259-ABB Notice will be electronically mailed to:

6:09-ap-00259-ABB Notice will not be electronically mailed to:

Julia Alltoo Common
801 N Florida Avenue
Tampa, FL 33602

Figure 19

-  A link to **Summons Issued** appears on the Notice of Electronic Filing below the entry for the Complaint.

-  Click on the [Summons Issued](#) hyperlink. The issued summons is displayed in html format.
-  Review the caption of the summons. Verify the Bankruptcy case information is correct. Verify that all parties to the summons are correct. **Please note:** The automatic summons displays a maximum of 2 plaintiffs and 2 defendants. If there are additional parties to the adversary, they will be displayed on a separate page after the summons.
-  If parties were not input correctly during case opening or if an incorrect related Bankruptcy case was entered, do not use the automatic summons. Immediately contact the help desk and ask them to make the necessary corrections to the case information. An Alias Summons will be required. It will be the responsibility of the electronic filer to submit an Alias Summons to the Court for issuance. To have an Alias or Pluries Summons issued in Tampa, Fort Myers and Orlando Division cases, e-mail the pdf image to the Help Desk in which the case is filed. To have an Alias or Pluries Summons issued in a Jacksonville case, docket the Alias or Pluries Summons using the Proposed Order event under the Miscellaneous category.
-  If the summons is correct, **Print** or **Save** to a file.
 -  Check your browser font setting. Unusual fonts may cause the text on the summons to wrap. The Court recommends using Times New Roman as your web page font and Courier New for your plain text font. You can check your font settings by clicking on Tools in your browser tool bar and then clicking the Fonts tab.
 -  Check your browser page setup. There should be nothing in the Header and Footer settings.
 -  At the bottom of the summons is a link to a blank Certificate of Service page. This can be printed and used to file proof of service of the summons with the Court.



If the case has more than two plaintiffs and two defendants, the additional caption will print on a second page. This page should be included in service of the summons and complaint.



Serve the summons and complaint in compliance with the Federal Rules of Bankruptcy Procedure. **Please note:** In cases before Judge Proctor, Judge Jennemann, Judge Williamson and Judge May, the Court will prepare a Notice of Pretrial Conference. The notice must be served along with the summons and complaint. After service is complete, file the Certificate of Service.

Related Bankruptcy Case Link (See Figure 20)

The third link on the Notice of Electronic Filing is to the docket of the related Bankruptcy case (See Figure 20).

ECF Bankruptcy Adversary Query Reports Utilities Search Logout

U.S. Bankruptcy Court
Middle District of Florida

Notice of Electronic Filing

The following transaction was received from Johnson, Alyson entered on 7/15/2009 at 4:30 PM EDT and filed on 7/15/2009

Case Name: Julia Alltoo Common and James William Common

Case Number: [6:09-bk-00293](#)

Document Number: 11

Docket Text:

Complaint by US Random Bank against Julia Alltoo Common [6:09-ap-00259-ABB](#); Nature of Suit(s): 65 (Dischargeability - other). (Johnson, Alyson)

The following document(s) are associated with this transaction:

6:09-bk-00293 Notice will be electronically mailed to:

6:09-bk-00293 Notice will not be electronically mailed to:

Alyson Johnson on behalf of Creditor US Random Bank
135 West Central Boulevard
Suite 950
Orlando, FL 32801

Figure 20



To view the docket of the related Bankruptcy case, click on the case number hyperlink.



A reference docket entry is made to the Bankruptcy case.

Notice of Pretrial Conference

Judge Funk, Judge Jennemann, Judge May & Judge Williamson

Judge Funk, Judge Jennemann, Judge Williamson and Judge May each schedule a pretrial conference at the time the summons is issued. The clerk's office will prepare a notice of pretrial conference and mail it to the attorney for plaintiff. It is the responsibility of the attorney to serve the notice on the parties to the complaint.

STEP 1 Upon receipt of the notice of electronic filing of the **Notice of Pretrial Conference**, click the hyperlink to the document (See **Figure 21**)

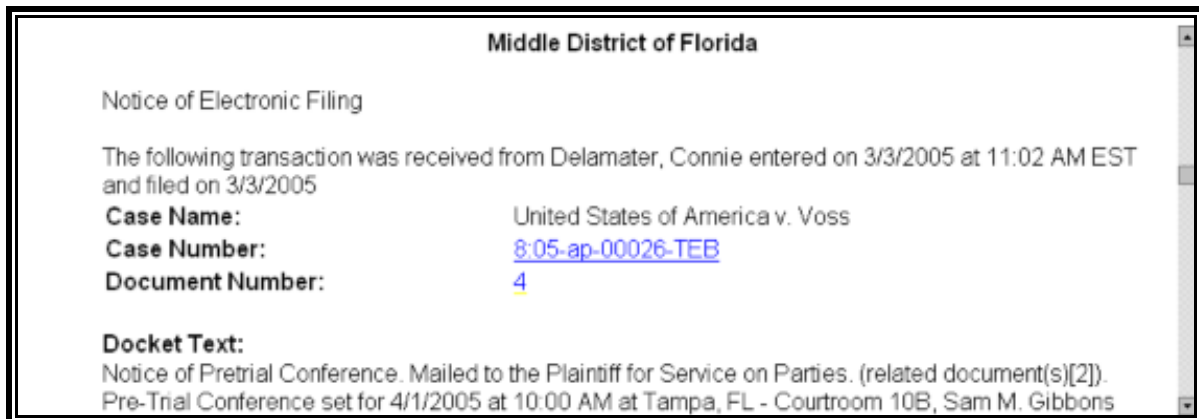


Figure 21

STEP 2 **Print** the Notice and **serve** with a copy of the summons and complaint upon the parties to the complaint.

STEP 3 Promptly file a **Certificate of Service** with the Court.