

**UNITED STATES BANKRUPTCY COURT
SOUTHERN DISTRICT OF FLORIDA**

**INDEX TO LOCAL FORMS, CLERK'S INSTRUCTIONS
AND COURT GUIDELINES**

LOCAL FORMS

- LF-1 Notice of Deadline to Object to Debtor's Statements Re: 11 U.S.C. §522(q)(1) Applicability, Payment of Domestic Support Obligations and (for Chapter 11 Cases Only) Applicability of Financial Management Course and Statement Regarding Eligibility to Receive a Discharge (04/01/10)
- LF-2 Abrogated
- LF-3 Application by Individual Debtor to Pay Filing Fee in Installments (rev. 11/01/11)
- LF-4 Debtor's Notice of Compliance with Requirements for Amending Creditor Information (rev. 12/01/09)
- LF-5 Appeal Information Sheet (rev. 12/01/09)
- LF-6 Order Converting Case Under Chapter 7 to Case Under Chapter 11 (rev. 12/01/09)
- LF-7 Order Converting Case Under Chapter 7 to Case Under Chapter 12 (rev. 12/01/09)
- LF-8 Order Converting Case Under Chapter 7 to Case Under Chapter 13 (rev. 02/16/11)
- LF-9 Order Converting Case Under Chapter 11 to Case Under Chapter 7 (rev. 12/01/09)
- LF-10 Declaration Regarding Payment Advices (rev. 12/01/09)
- LF-11 Declaration Under Penalty of Perjury to Accompany Petitions, Schedules and Statements Filed Electronically (rev. 12/01/09)
- LF-12 Order Converting Case Under Chapter 13 to Case Under Chapter 7 (rev. 12/01/09)
- LF-13 Notice to Individual Consumer Debtor Under §342(b) of the Bankruptcy Code *[This local form is abrogated and replaced with the official B 201 notice.]*
- LF-14 Notice of Rule 2004 Examination (rev. 12/01/09)
- LF-15 Debtor in Possession's Application for Employment of Attorney (rev. 12/01/09)
- LF-16 Trustee's Application for Employment of Attorney (rev. 12/01/09)
- LF-17 Affidavit of Proposed Attorney for Debtor in Possession (rev. 12/01/09)
- LF-18 Affidavit of Proposed Attorney for Trustee (rev. 12/01/09)
- LF-19 Order Approving Employment of Debtor in Possession's Attorney (rev. 12/01/09)
- LF-20 Order Approving Employment of Trustee's Attorney (rev. 12/01/09)
- LF-21 Application for Approval of Employment of Auctioneer (rev. 12/01/09)
- LF-22 Affidavit of Auctioneer (rev. 12/01/09)
- LF-23 Order Approving Employment of Auctioneer (rev. 12/01/09)
- LF-24 Objection to Claim (rev. 12/01/09)
- LF-25 Order Sustaining Objection to Claim (rev. 12/01/09)
- LF-26 Notice of Deposit of Funds with the U.S. Bankruptcy Court Clerk (rev. 12/01/09)
- LF-27 Application to Withdraw Unclaimed Funds (rev. 12/01/09)
- LF-28 Affidavit of Claimant (rev. 12/01/09)
- LF-29 Order for Payment of Unclaimed Funds (rev. 12/01/09)
- LF-30 Order (I) Setting Hearing on Confirmation of Plan; (II) Setting Deadline for Filing Objections to Confirmation; (III) Setting Hearing on Fee Applications; and (IV) Directing Debtor to Serve Notice (rev. 12/01/09)
- LF-31 Chapter 13 Plan (rev. 01/08/10)
- LF-32A Order (I) Setting Hearing to Consider Approval of Disclosure Statement; (II) Setting Deadline for Filing Objections to Disclosure Statement; and (III) Directing Plan Proponent to Serve Notice (rev. 12/01/09)

LF-32B	Order (I) Approving Disclosure Statement; (II) Setting Hearing on Confirmation of Plan; (III) Setting Hearing on Fee Applications; (IV) Setting Various Deadlines; and (V) Describing Plan Proponent's Obligations (rev. 12/01/09)
LF-33	Ballot and Deadline for Filing Ballot Accepting or Rejecting Plan (rev. 12/01/09)
LF-34	Certificate of Proponent of Plan on Acceptance of Plan, Report on Amount to be Deposited, Certificate of Amount Deposited and Payment of Fees (rev. 12/01/09)
LF-35	Final Report and Motion for Final Decree (rev. 12/01/09)
LF-36	Notice of Late Filing of Paper Pursuant to Local Rule 5005-1(F)(2) (rev. 12/01/09)
LF-37	Order Reopening Case to Add Omitted Creditor(s) (rev. 12/01/09)
LF-38	Order Reopening Case to Administer Additional Assets (rev. 12/01/09)
LF-39	Chapter 11 Small Business Disclosure Statement <i>[This local form is abrogated and replaced with the official B 25B notice.]</i>
LF-40	Chapter 11 Small Business Plan of Reorganization <i>[This local form is abrogated and replaced with the official B 25A notice.]</i>
LF-41	Bill of Costs (rev. 12/01/09)
LF-42	Abrogated
LF-43	Abrogated
LF-44	Motion to Appear Pro Hac Vice (rev. 08/01/11)
LF-45	Order Admitting Attorney Pro Hac Vice (rev. 08/01/11)
LF-46	Certificate of Service and [If service of notice of hearing] Certificate of Compliance with Local Rule 9073-1(D) (rev. 12/01/09)
LF-47	Certificate of Contested Matter (rev. 12/01/09)
LF-48	Certificate of No Response or Settlement and Request for Entry of Order (rev. 12/01/09)
LF-49	Exhibit Register (rev. 12/01/09)
LF-50	Verification of Qualification to Act as Mediator (rev. 12/01/09)
LF-51	Order of Referral to Mediation (rev. 12/01/09)
LF-52	Notice of Selection of Mediator (rev. 12/01/09)
LF-53	Notice of Clerk's Designation of Mediator (rev. 12/01/09)
LF-54	Report of Mediator (rev. 12/01/09)
LF-55	Abrogated
LF-56	Summons in a Chapter 15 Case Seeking Recognition of a Foreign Nonmain Proceeding (rev. 12/01/09)
LF-57	Writ of Execution to the United States Marshall (rev. 12/01/09)
LF-58(A)	Order Jointly Administering Chapter 7 Cases (rev. 12/01/09)
LF-58(B)	Order Jointly Administering Chapter 11 Cases (rev. 12/01/09)
LF-59	Request for Copies of Archived Case Files from U.S. Bankruptcy Court, Southern District of Florida (rev. 07/01/11)
LF-60	Request to Expedite Appeal (rev. 12/01/09)
LF-61	Notice of Intent to Request Redaction of Transcript (rev. 12/01/09)
LF-62	Confirmation Affidavit (rev. 12/01/09)
LF-63A	Pretrial Order (sample) in an Adversary Proceeding (rev. 12/01/09)
LF-63B	Sworn Declaration of Fact [sample] in an Adversary Proceeding (rev. 12/01/09)
LF-63C	Joint Pretrial Stipulation (05/07/10)
LF-64A	Order Conditionally Approving Disclosure Statement, Setting Hearing on Final Approval of Disclosure Statement and Confirmation of Chapter 11 Plan, Setting Various Deadlines and Describing Plan Proponent's Obligations (rev. 12/01/09)
LF-64B	Order Setting Hearing on Approval of Disclosure Statement and Confirmation of Chapter 11 Plan, Setting Various Deadlines and Describing Plan Proponent's Obligations (rev. 12/01/09)
LF-65	Chapter 7 Trustee's Motion to Dismiss Case for Failure by Debtor to Appear at the First Meeting of Creditors (rev. 12/01/09)
LF-66	Order Reinstating Chapter 13 Case (rev. 04/29/11)
LF-67	Debtor Certificate of Compliance and Request for Confirmation of Chapter 13 Plan (rev. 12/01/09)

- LF-68A Order Confirming Uncontested Chapter 13 Plan (rev. 12/01/09)
- LF-68B Order Confirming Uncontested Amended Chapter 13 Plan and Notice of Opportunity to Object to Amended Plan (rev. 12/01/09)
- LF-69 Application for Compensation for Professional Services or Reimbursement of Expenses by Attorney for Chapter 13 Debtor (rev. 12/01/09)
- LF-70 Objection to Claim and Notice of Hearing on Shortened Notice on Objection to Claim (rev. 12/01/09)
- LF-71 Individual Debtor Certificate for Confirmation Regarding Payment of Domestic Support Obligations and [for Chapter 11 Cases] Filing of Required Tax Returns (12/01/09)
- LF-72 Cover Sheet to Accompany Items Submitted for Sealing or in Camera Review (rev. 12/01/09)
- LF-73 Notice Pursuant to Florida Statute 77.041 to Defendant of Right Against Garnishment of Wages, Money and Other Property (rev. 12/01/09)
- LF-74 Third-Party Summons (rev. 12/01/09)
- LF-75 Agreed Order to Employer to Deduct and Remit and for Related Matters (rev. 04/29/11)
- LF-76 Notice of Compliance by Attorney for Debtor with Local Rule 2083-1(B) Claims Review Requirement (rev. 12/01/09)
- LF-77 Motion to Value and Determine Secured Status of Lien on Real Property (rev. 08/01/11)
- LF-78 Debtor's Notice of Filing Payroll and Sales Tax Reports (rev. 12/01/09)
- LF-79 Abrogated
- LF-80 Abrogated
- LF-81 Order Determining Debtor has Cured Default and Paid All Required Postpetition Amounts (rev. 12/01/11)
- LF-82 Subpoena in Adversary Proceeding (rev. 12/01/09)
- LF-83 Subpoena in Bankruptcy Proceeding (rev. 12/01/09)
- LF-84 Subpoena for Rule 2004 Examination (rev. 12/01/09)
- LF-85 Application for Search of Bankruptcy Records (rev. 11/01/11)
- LF-86 Abrogated
- LF-87 Abrogated
- LF-88 Archives Request Form (rev. 11/01/11)
- LF-89 Summary of Professional Fee Application (rev. 12/01/09)
- LF-90 Rights and Responsibilities Agreement Between Chapter 13 Debtor(s) and Chapter 13 Debtor(s)' Attorney for Cases Filed in the United States Bankruptcy Court, Southern District of Florida (rev. 01/13/12)
- LF-91 Order Establishing Procedures to Permit Monthly Payment of Interim Fee Applications of Chapter 11 Professionals (rev. 12/01/09)
- LF-92 Order Granting Motion to Value and Determining Secured Status of Lien on Real Property (rev. 01/08/10)
- LF-93 Chapter 11 Case Management Summary (rev. 12/01/09)
- LF-94 Acknowledgment of Responsibility and Request for Login ID and Password for Live Access to CM/ECF with Trustee/US Trustee Filing Privileges (rev. 12/01/09)
- LF-95 Acknowledgment of Responsibility and Request for Login ID and Password for Live Access to CM/ECF with Full Attorney Filing Privileges (rev. 12/01/09)
- LF-96 Acknowledgment of Responsibility and Request for Login ID and Password for Live Access to CM/ECF with Limited Filing Privileges (rev. 12/01/09)
- LF-97A Debtor's Certificate of Compliance, Motion for Issuance of Discharge and Notice of Deadline to Object [Chapter 13 Case] (rev. 04/29/11)
- LF-97B Debtor's Certificate of Compliance, Motion for Issuance of Discharge Before Completion of Plan Payments, and Notice of Deadline to Object [Chapter 13 Case] (08/01/11)
- LF-98 *Ex Parte* Motion to Excuse Compliance under Local Rule 5005-4(B) (rev. 12/01/09)
- LF-99 Order Granting *ex Parte* Motion to Excuse Compliance under Local Rule 5005-4 (rev. 12/01/09)

LF-100	Trustee's Summary of Requested Fees and Expenses (12/01/09)
LF-101	Notice Regarding Opposing Motions for Summary Judgment (rev. 02/02/11)
LF-102	Motion to Value and Determine Secured Status of Lien on Personal Property (rev. 08/01/11)
LF-103	Order Granting Motion to Value and Determine Secured Status of Lien on Personal Property Held By _____ (01/08/10)
LF-104	Order Awarding Trustee's Fees (06/15/11)
LF-105	Order Awarding Fees (06/15/11)
LF-106	Order Jointly Administering Chapter 15 Cases (08/01/11)
LF-107	Order Converting Case Under Chapter 13 to Case Under Chapter 11 (11/01/11)

CLERK'S INSTRUCTIONS

CI-1	Clerk's Filing Instructions (rev. 11/01/11)
CI-2	Clerk's Summary of Fees (rev. 01/23/12)
CI-3	Clerk's Instructions for Preparing, Submitting and Obtaining Service Matrices (rev. 11/01/11)
CI-4	Clerk's Instructions for Electronic Public Access Services (rev. 08/24/10)
CI-5	Clerk's Instructions for Deposits Into and Withdrawals from Unclaimed Funds (rev. 12/01/09)
CI-6	Clerk's Instructions for Appeals (rev. 12/01/09)
CI-7	Clerk's Instructions for Chapter 11 Cases (rev. 12/01/09)

COURT GUIDELINES

CG-1	Guidelines for Fee Applications for Professionals in the Southern District of Florida in Bankruptcy Cases (rev. 12/01/09)
CG-2	Guidelines for Taxation of Costs by the Clerk (rev. 12/01/09)
CG-3	Guidelines for Courtroom Decorum (rev. 12/01/09)
CG-4	Guidelines for Reimbursement to Chapter 7 Trustees for Costs Without Prior Court Order Pursuant to Local Rule 2016-1(A) (rev. 12/01/09)
CG-5	Guidelines for Preparing, Submitting and Serving Orders (rev. 08/01/11)
CG-6	Guidelines for Compensation for Professional Services or Reimbursement of Expenses by Attorneys for Chapter 13 Debtors Pursuant to Local Rule 2016-1(B)(2)(a) (rev. 12/01/09)
CG-7	Guidelines for Motions Seeking Authority to Use Cash Collateral and Motions Seeking Approval of Postpetition Financing (rev. 12/01/09)
CG-8	Guidelines for Self-Calendaring Certain Chapter 13 Matters (rev. 12/01/09)
CG-9	Guidelines for Prepackaged Chapter 11 Cases (12/01/09)
CG-10	Guidelines for Motions for Relief from the Automatic Stay (rev. 08/01/11)
CG-11	Guidelines on Electronic Availability of Transcripts and Procedures for Transcript Redaction (12/01/09)