



## New Local Rules Out for Public Comment

By: Hon. Scott M. Grossman

In the September 2023 issue of the *Beacon*, I first wrote about the new local rules project, which we officially kicked off with the May 19, 2023 appointment of a new advisory committee to review and recommend changes to our local rules and local forms. As I hope everyone has now seen, on February 12, 2026, the proposed Amended and Restated Local Rules of Practice and Procedure for the United States Bankruptcy Court for the Southern District of Florida – together with 91 proposed new and amended local forms – went out for public comment.

Any comments on the proposed amendments must be submitted in writing to: [Local\\_Rules@FLSB.uscourts.gov](mailto:Local_Rules@FLSB.uscourts.gov). Comments may also be submitted by mail or delivered to Joseph Falzone, Clerk of Court, United States Bankruptcy Court, C. Clyde Atkins United States Courthouse, 301 North Miami Avenue, Room 150, Miami, FL 33128, to be received not later than **March 31, 2026**. Each comment must identify the specific local rule or form being addressed, together with any supporting authority. Subject to public comments and all required approvals, the intended effective date (subject to change) will be June 1, 2026. Notice of the actual effective date of the final version of the new rules and forms will be provided in advance.

The culmination of this three-year project came as a result of countless hours of work by lots of people – including the members of the advisory committee, Clerk of Court Joe Falzone, Chief Deputy Clerk Cameron Cradic, members of their staff, all the Judges, and our law clerks. I want to personally thank everyone who has contributed to this massive project for all their time and effort to get us to this point. It was a tremendous undertaking and involved an immense amount of operational and logistical work to ultimately implement the new rules.

In my last column from the December 2025 *Beacon*, I previewed some of the changes. All practitioners are urged to read the new local rules for themselves. With the caveat that the text of the new rules will govern over any summary provided, the following are some more noteworthy changes:

We have eliminated many local rules that merely restated (often less precisely) what was already contained in a Federal Rule.

Likewise, we have eliminated many local forms, particularly those for which there is an Official Form prescribed by the Judicial Conference of the United States. Under Federal Rule of Bankruptcy Procedure 9009, where an

(Continued on page 2)

### INSIDE THIS ISSUE

<b>FROM THE JUDGES' CHAMBERS</b>	<b>4</b>
<b>PRO BONO CORNER</b>	<b>13</b>
<b>IT'S ALL IN THE LINK! AND TIDBITS!</b>	<b>15</b>
<b>OH NO, NOT ANOTHER NAFD. WHAT CAN I DO? (PART 2)</b>	<b>17</b>
<b>NOTICES OF ELECTRONIC FILING ("NEF"): EMAIL RECIPIENTS AND THE ONE FREE LOOK</b>	<b>19</b>
<b>HELP DESK CORNER</b>	<b>20</b>
<b>MMM STATISTICS</b>	<b>21</b>

### Bankruptcy Cases Filed From 01/01/26 to 02/28/26

<b>TOTAL FILED:</b>	2,586
• Chapter 7	1,452
• Chapter 9	0
• Chapter 11	65
• Chapter 12	0
• Chapter 13	1,066
• Chapter 15	3

Additional filing statistics are available on the court website [www.flsb.uscourts.gov](http://www.flsb.uscourts.gov) under the "Court Information" tab at the top of page.

Select: "[Case Filing Statistics](#)"



## **New Local Rules Out for Public Comment** (continued from page 1)

Official Form has been promulgated, that official form must be used. Upon enactment, the Court's webpage for forms will contain a link to the Official Forms.

Regarding dismissal of cases, trustees will no longer be required to file a statement concerning automatic dismissal under Bankruptcy Code section 521(i).

Subsections (b)(2)(B)–(E) of Fed. R. Civ. P. 34 will now apply to responses and objections to requests for production of documents or electronically stored information under Bankruptcy Rule 2004.

For objections to claims, parties will no longer be permitted to include up to five unrelated objections in a single document. Rather, omnibus objections to claims will be permitted solely to the extent provided by Federal Rule of Bankruptcy Procedure 3007. Likewise, objections to claims on shortened notice in chapter 13 cases are being eliminated. All claim objections, regardless of the chapter under which the case is pending, must provide at least 30 days' notice as required by Rule 3007.

There are four new local forms for final reports and motions for a final decree in chapter 11 cases: (1) for standard non-individual chapter 11 cases; (2) for standard individual chapter 11 cases; (3) for subchapter V cases with a consensual plan; and (4) for subchapter V cases with a nonconsensual plan.

Consistent with Federal Rule of Bankruptcy Procedure 5005(a)(3), with very limited exceptions all entities represented by an attorney now must file electronically.

Definitions used in the Local Rules are now found in Local Rule 9001-1, which correlates to where the definitions are in the Federal Rules.

We have eliminated any special qualifications to practice in the Bankruptcy Court, other than that an attorney (1) be a member in good standing of the bar of the United States District Court for the Southern District of Florida; and (2) be a registered user of CM/ECF.

On admission pro hac vice, we have reduced what was a two-and-a-half-page Local Rule to one that is now approximately one quarter of a page. This rule has also been moved from old Local Rule 2090-1(C)(2) to new Local Rule 9010-1 (Authority to Act Personally or by an Attorney; Power of Attorney – Authority to Practice in This Court). We have also promulgated new local forms on pro hac vice admission, which are significantly more streamlined than the old forms.

Local Rule 9013-1 regarding motion practice was completely revamped and has been divided up into five separate local rules:

- Rule 9013-1. Motions; Form and Service – In General
- Rule 9013-2. Motions; Form and Service – Relief Without a Hearing
- Rule 9013-3. Motions; Form and Service – Negative Notice
- Rule 9013-4. Motions; Form and Service – Emergency Motions
- Rule 9013-5. Motions; Form and Service – Continuances

As previewed in my last article, we are eliminating use of the Latin term *ex parte*. Instead, motions for which



## **New Local Rules Out for Public Comment** (continued from page 2)

relief is sought without a hearing will be called just that, and must include under the title of the motion in bold the words: **Relief Requested Without a Hearing**. Further, *all* motions seeking relief without a hearing must attach as an exhibit the form of proposed order the movant is asking the Court to enter. This is separate from the requirement to then upload the proposed order for the Court to consider and sign.

The Court will not act on a motion seeking relief without a hearing until a proposed order is uploaded. But attaching the proposed form of order as an exhibit to the motion is a fundamental due process issue. If a movant is asking the Court to grant relief without a hearing, interested parties should be on notice of exactly what relief is being requested. New Local Rule 9013-2 (Motions; Form and Service – Relief Without a Hearing) contains a list of motions and applications that may be considered without a hearing.

New Local Rule 9013-3 (Motions; Form and Service – Negative Notice) on negative notice also requires that the motion attach as an exhibit the proposed order the movant is asking the Court to enter, for the same reasons. The new rule then contains two lists of permitted negative notice motions: those that may be considered on 21 days' negative notice, and those that may be considered on 14 days' negative notice.

The rule on emergency motions has been relocated from old Local Rule 9075-1 to new Local Rule 9013-4 (Motions; Form and Service – Emergency Motions). And the rule on continuances has been relocated from old Local Rule 5071-1 to new Local Rule 9013-5 (Motions; Form and Service – Continuances).

The rule regarding filing objections and responses to a motion or application set for hearing has been relocated from old Local Rule 5005-1(F)(1) to new Local Rule 9014-2 (Contested Matters – Objections and Responses). As previewed in my last article, one significant change here is that in chapter 11 and chapter 15 cases in which a hearing is set on at least 21 days' notice, the deadline to file a response or objection will be seven days before the hearing, rather than 4:30 p.m. two business days before the hearing.

The local rule on exhibits has been moved from old Local Rule 9070-1 to new Local Rule 9017-1 (Evidence).

The local rule on filing documents under seal has been moved from old Local Rule 5005-1(A)(4) to new Local Rule 9018-1 (Secret, Confidential, Scandalous, or Defamatory Matter).

The local rule regarding proof of funds necessary to seek relief from an order dismissing a chapter 13 case has been moved from old Local Rule 9013-1(E) to new Local Rule 9024-1 (Relief from a Judgment or Order).

The provision of old Local Rule 9073-1(B) waiving the requirement to file a certificate of service of a notice of hearing when all parties entitled to notice have received notice by CM/ECF is being abrogated. Under new Local Rule 9036-2 (Electronic Notice and Service – Certificate of Service), the *only* instance in which a certificate of service need not be filed is when Fed. R. Civ. P. 5(d)(1)(B) applies in an adversary proceeding. In all other circumstances – even if all interested parties received notice by CM/ECF – a certificate of service must still be filed.

The Court recognizes that the new local rules will require adjustment, particularly for practitioners who have practiced under the old rules for many years. These revisions, however, were implemented after an exhaustive review of the old rules and are necessary to address provisions that had become outdated, redundant, or unnecessarily complex. The new local rules are significantly shorter and are organized more logically, with each local rule correlating to a Federal Rule. Although there may be an initial transition period, the Court anticipates that the revised rules and forms will promote greater clarity, efficiency, and consistency for parties, practitioners, and the Court.



## FROM THE JUDGES' CHAMBERS



### THE BIRTH OF THE PRO BONO CLINICS IN SOUTH FLORIDA

By: Hon. Laurel M. Isicoff

As you all know, or should know, we have several law school bankruptcy clinics in South Florida, including at the University of Miami School of Law and Florida International University College of Law. Clinics at St. Thomas University and Nova Southeastern University are currently on hiatus. The law school clinic students spend either one or two semesters learning about consumer bankruptcy, representing real clients (screened by Dade Legal Aid and other legal aid providers in the Southern District of Florida), with attorney mentors. Hopefully many of you have volunteered to be mentors for these students. If you haven't, please contact Patricia Redmond or Carlos Sardi and they will be happy to hook you up. You will receive pro bono credit for serving as a clinic mentor.

Clinic students are authorized to appear in bankruptcy court on behalf of clients – with their supervising attorneys. One year I presided over a non-dischargeability trial. Neither the debtor nor her ex-boyfriend (an incarcerated drug dealer) was represented before the FIU and University of Miami clinics stepped in. FIU students had to figure out how to get their client out of jail to come testify (and then how to get him back to jail)! Everyone had a great experience, except, perhaps the creditor, who lost. A more recent case spanned several years of the UM clinic – a chapter 11 that turned into a chapter 13 that turned back into a chapter 11 after the original debtor passed away. The UM clinic, over a period of several years, with Professor Patricia Redmond at the helm, finally succeeded in keeping the family home in the family. The confirmation hearing was very emotional for all of us.

Of course, I am sure at this point you are wondering – how did the clinics get started. And I am here to answer that question for you. We have Judge Cristol and Trish Redmond to thank. In 1990 Judge Cristol wrote an article about petition preparers, who, with limited exceptions, he felt took advantage of poor people, charging exorbitant rates to fill out forms, without the potential debtors having the benefit of legal advice. Judge Cristol wondered whether law students, who would not have financial motivation to take advantage for monetary schemes, and with proper supervision, could do a better job. Inspired, Trish Redmond sought to make that idea a reality. Trish had to do a lot of persuading, cajoling, advocating and legwork, but finally was able to convince St. Thomas University College of Law to give it a try. So in 2000, with me as her sidekick and co-professor, Trish developed and taught the first pro bono bankruptcy clinic in the Southern District of Florida.

Trish later moved her teaching to U of M, where she has co-taught with Allison Day from the beginning, while others, including, most recently, Magda Abdo-Gomez, took up the mantle at St. Thomas. Programs were later started at FIU by Leyza Florin, with Carlos Sardi, that clinic's most recent professor, and Nova with Ross Hartog at the helm. Trish also recently assisted Florida State University in creating its first bankruptcy pro bono clinic. When his wife died, Judge Cristol endowed the U of M bankruptcy clinic, now known as the Eleanor R. Cristol and Judge A. Jay Cristol Bankruptcy Pro Bono Assistance Clinic. (YOU try saying that when you make your appearance in court!) Every week the students have the privilege of hearing presentations from a variety of professionals, including chapter 7 bankruptcy trustees, the chapter 13 trustees, practitioners and even judges. The students meet with clients, supervised by their mentors, attend the 341 meetings, and, as I already described, go to court. Costs associated with the clinics are subsidized with donations from the Bankruptcy Bar Foundation, which was started by Tom Messina when he was president of the Bankruptcy Bar Association of the Southern District of Florida.



So thank you Judge Cristol and Trish Redmond for helping create this wonderful resource. And thanks to all of you who have served as mentors or are going to sign up to be a mentor as soon as you read this article.



## FROM THE JUDGES' CHAMBERS



### **Ten Things We Love About Judge Laurel M. Isicoff**

By: Her Colleagues from the Southern District of Florida Bench

Judge Laurel M. Isicoff's retirement marks the close of a remarkable judicial career defined not only by her wisdom and leadership, but by the generosity of spirit she brought to the bench. Known for her signature practice tips—her beloved “Ten Things I Like About You”—she set a tone of civility, preparation, and humanity that shaped the culture of the Southern District of Florida. In tribute, her colleagues have turned her own tradition back toward her, gathering the ten things they like most about Judge Isicoff—an expression of admiration for a jurist whose intelligence, warmth, and unwavering professionalism have left an enduring imprint on everyone fortunate enough to serve alongside her.

#### **ONE**

We love that she is selfless, always willing to do the actual work even if no one knows the extent of her effort or the time spent.

#### **TWO**

We love her attention to detail. She misses nothing!

#### **THREE**

We love her compassion. She truly cares about the lawyers who appear before her and those individuals who find themselves in court.

#### **FOUR**

We love that she is even tempered except when a lawyer uses pronouns.

#### **FIVE**

We love her sense of humor. We think some would be surprised to know that she is extremely funny.

#### **SIX**

We love her thoughtfulness. She is very intentional about everything she does.

#### **SEVEN**

We love her loyalty to her family, friends, fellow judges, court staff, and the people we serve in our court.

#### **EIGHT**

We love her dedication to every task and project she undertakes, big and small.

#### **NINE**

We love that she is fashionable, yet professional. She is a wonderful role model for women in the legal profession.

#### **TEN**

We love that she is devoted to the rule of law, the mission of the bankruptcy system, and the goals of diversity and inclusion. Not only should everyone receive an invitation to the party, they should also have an opportunity to dance.

We will miss you.





## FROM THE JUDGES' CHAMBERS







## FROM THE JUDGES' CHAMBERS



### CLC's Evidence Essentials: Summaries and Their Pitfalls

By: Judge Corali Lopez-Castro and Sarah Powell<sup>1</sup>

Summaries can be useful forms of evidence, but they can also have traps. Summaries may be admitted as evidence when the underlying writings are too voluminous to be conveniently examined in court. Federal Rule of Evidence 1006<sup>2</sup> requires the proponent to make the underlying writings available for examination by other parties at a reasonable time and place. Likewise, the Court has discretion to order the proponent to produce the underlying writings in court. Because summaries can be a valuable tool, attorneys should learn how and when to use summaries to avoid defeating their purpose.

**From Productive to Perilous.** It is easy for an attorney to misuse summaries. When crafting a summary, attorneys should look out for the following: the voluminous, accuracy, neutrality, and relevance requirements.

Is the Summary Voluminous? The “voluminous” requirement cannot be overlooked. The underlying writing must truly be too difficult or time-consuming to examine conveniently. Rule 1006 only requires a showing of inconvenience, not necessity. However, a ten-page document is not voluminous.<sup>3</sup> Thus, attorneys should consider whether the underlying writing is long enough to benefit from a summary.

Is the Summary Accurate? Summaries must be accurate and neutral. Summaries should “fairly represent” the content of the underlying writings.<sup>4</sup> Hearsay rules also apply to summaries, and the underlying writings must be authenticated. The summary also must be introduced through testimony of a witness who supervised the summary's preparation.<sup>5</sup> If a summary makes an assumption, then courts only admit it if the assumption is supported by evidence in the record.<sup>6</sup>

Is the Summary Neutral? Similarly, summaries should be written objectively without misleading or favoring a particular side. “When the item submitted does not merely summarize but instead attempts to present conclusions about the underlying documents, it is not admissible under Fed. R. Evid. 1006.”<sup>7</sup>

Is the Summary Relevant? Unsurprisingly, summaries must be based on relevant evidence. If the underlying writing is inadmissible under Federal Rule of Evidence 403, then the summary is also inadmissible. Be sure to check that the underlying writing is relevant under Rule 403 before spending time creating a summary.

In conclusion, summaries are helpful tools because they can help conserve judicial time and resources. However, attorneys should beware of certain pitfalls—namely, the voluminous, accuracy, neutrality, and relevance requirements.

<sup>1</sup> Sarah Powell is a law clerk to the Honorable Corali Lopez-Castro.

<sup>2</sup> Fed. R. Evid. 1006. Summaries to Prove Content

(a) Summaries of Voluminous Materials Admissible as Evidence. The court may admit as evidence a summary, chart, or calculation offered to prove the content of voluminous admissible writings, recordings, or photographs that cannot be conveniently examined in court, whether or not they have been introduced into evidence.

(b) Procedures. The proponent must make the underlying originals or duplicates available for examination or copying, or both, by other parties at a reasonable time and place. And the court may order the proponent to produce them in court.

(c) Illustrative Aids Not Covered. A summary, chart, or calculation that functions only as an illustrative aid is governed by Rule 107.

<sup>3</sup> *Dellenbach v. Robinson*, 95 Ohio App. 3d 358, 375–76 (1993) (“No reason is demonstrated as to why the ten pages are voluminous and the summary is necessary.”).

<sup>4</sup> *Gomez v. Great Lakes Steel Div., Nat. Steel Corp.*, 803 F.2d 250, 257 (6th Cir. 1986).

<sup>5</sup> *Loiseau v. Thompson, O'Brien, Kemp & Nasuti, P.C.*, 499 F. Supp. 3d 1212, 1221 (N.D. Ga. 2020) (quoting *Glock, Inc. v. Glob. Guns & Hunting, Inc.*, 2015 WL 13614255 at \*8-9 (N.D. Ga. 2015)).

<sup>6</sup> *United States v. Trujillo*, 2023 WL 2988845, at \*2 (S.D. Fla. 2023) (citing *United States v. Maurya*, 25 F.4th 829, 840 (11th Cir. 2022)).

<sup>7</sup> *Equal Emp. Opportunity Comm'n v. St. Joseph's/Candler Health Sys., Inc.*, 2022 WL 4287763, at \*2 (S.D. Ga. Mar. 11, 2022) (quoting *In re King*, 2020 WL 6066015, at \*2 (Bankr. N.D. Ga. 2020)).



## FROM THE JUDGES' CHAMBERS

**BBA Receives 2026 Voluntary Bar Association Pro Bono Service Award**

(Pictured below: Alan Rosenberg, BBA President, and Tara Trevorrow, Financial Literacy Committee Chair)



On January 22, 2026, Florida Supreme Court Chief Justice Carlos G. Muñiz presented the Bankruptcy Bar Association for the Southern District of Florida (BBA) and the D.W. Perkins Bar Association with the 2026 Voluntary Bar Association Pro Bono Service Award. To receive the award, a voluntary bar association must demonstrate a significant contribution in the delivery of legal services on a pro bono basis to individuals or groups that cannot otherwise afford the services. The award also recognizes a voluntary bar association's extraordinary commitment to providing all Floridians with access to the courts.

The 2026 award marked the second time the Florida Supreme Court has recognized the BBA for its dedication to pro bono and community initiatives. In 2000, the Florida Supreme Court first recognized the BBA for its extraordinary efforts in pro bono service. Judge Isicoff, at the time President of the BBA, Judge Cristol, and other BBA members traveled to Tallahassee to accept the award on behalf of the BBA.

Over the past 25 years, the BBA has continued its dedication to providing legal services to those in need by accepting pro bono cases, offering pro se clinics, and leading financial literacy workshops throughout South Florida. Notable recent accomplishments include the creation of a website (in collaboration with the bankruptcy court's Pro Bono Committee) that connects pro bono clients with willing attorney volunteers (<https://www.bankruptcyproseclinicfls.com>) and expansion of financial literacy community outreach to Chapman House, Casa Valentina, Inn Transition, and other local community centers.

If you would like to join the BBA's Pro Bono Committee or the bankruptcy court's Pro Bono Committee in their commitment to local community legal service, please consult the bankruptcy court's pro bono webpage (<https://flsb-admin.jdc.ao.dcn/pro-bono>) or the BBA's pro bono webpage (<https://bbasdf.org/pro-bono/>). To volunteer for financial literacy presentations, please visit the BBA's Financial Literacy webpage (<https://bbasdf.org/financial-literacy>) or contact Tara Trevorrow ([tara\\_trevorrow@flsb.uscourts.gov](mailto:tara_trevorrow@flsb.uscourts.gov)).



## FROM THE JUDGES' CHAMBERS



### **A Day in the Life of a Law Clerk**

By: Clay Klein, Law Clerk to the Honorable Peter D. Russin

I'm Clay, Judge Russin's term law clerk. I have been clerking for Judge (as I affectionately call him) for about a year and a half now, and I have six months to go. I have enjoyed (almost) every minute of it, and I wanted to share a bit about what I do and some thoughts from the other side of the bench.

#### **What a Law Clerk Does**

We law clerks are the first line of review. Attorneys submit motions, we review them, do the necessary legal research, and provide analysis of how the law applies to the issues presented. The Judge then applies his judgement, collaborates with us, and we come to a joint understanding of the law and how it applies. Coming into the hearing, we are very prepared – we know the facts, the issues, and have thought carefully about the legal issues presented. Of course, how the attorneys advocate at the hearing matters, and the Court may very well rethink its views based on how the hearing proceeds.

As you know, every ruling of the Court must be reflected in an order. The parties submit proposed orders, and it is again the law clerk who reviews them. This is perhaps the most tedious part of the job, but it is incredibly important – every proposed order must be read carefully, as it represents what the Court has ruled. When there is an especially substantive issue that we wish to articulate ourselves, we will prepare our own order.

My favorite parts of the job are drafting longer orders (research and writing is fun!), spending time in the courtroom seeing how lawyers advocate, and the invaluable time in chambers with Judge Russin, learning from him and how he sees the law and his role as a judge.

#### **A Few Recommendations for Practitioners**

Now I am but a humble term law clerk – I am less than two years out of law school and have never actually practiced. But having spent nearly two years in chambers, I have gained small insights that may be helpful. Here are some friendly pointers.

**Include the law.** All relief sought must include citations to the applicable legal standard, no matter how minor the relief. Too often we see motions that include no law at all, perhaps because the request is simple. Sometimes it may be because the movant is seeking a mere comfort order, and there is actually no legal need to seek it. If that is the case, tell us that.

**Cite your cases accurately.** I don't just mean italicize what you're supposed to italicize, and include the components of the cite in the correct order, etc. I mean make sure the case says what you claim it says. Clerks check your citations, and not just for form. If a case does not stand for the proposition you assign it — or stands for the opposite — it could be fatal to your argument. Worse, you lose credibility, one of your most valuable assets.



## FROM THE JUDGES' CHAMBERS

**A Day in the Life of a Law Clerk** (continued from page 11)

**State your relief clearly and early.** There is no need to recite the entire procedural history of a case. Lead with what you want and why you are entitled to it.

**Get your proposed orders right.** Earlier I said reviewing proposed orders is the most tedious part of the job, and that is because we send many more resubmits than we should have to. We don't enjoy sending resubmits for failure to include a four-inch margin at the top of the page, a "submitted by" section, or service statement. We send them because we are required to. The four-inch margin, for example, is strictly necessary because CM/ECF needs room to apply the judge's signature. These are formalities, but they are required.

Also, the order must include precisely what the Court ruled at the hearing – no more, no less. Getting a proposed order wrong in substance is worse than getting it wrong in form.

**Factual disputes vs. legal disputes.** Before requesting an evidentiary hearing, ask yourself whether the dispute actually requires one. Evidentiary hearings are reserved for factual disputes. Where a dispute is purely legal, there is no need for an evidentiary hearing. Parties frequently treat disagreements about the legal significance of conceded facts as factual disputes. They are not. If the underlying facts are not genuinely contested, the matter presents a legal question and can be resolved on the papers. Proceeding in this way helps the litigants and the Court. Your resources are scarce, and so are the Court's.

Counsel should consider, before requesting hearing time, whether the parties can stipulate to the material facts. In many cases, a serious attempt at stipulation reveals that the factual record is largely undisputed and the actual dispute is a legal one. A joint stipulation of facts narrows the issues, eliminates unnecessary court time, and allows the Court to reach the legal question directly. These discussions between counsel also lead to settlements.

Some matters require an evidentiary record. The suggestion is not to avoid evidentiary hearings categorically, but to be deliberate about when they are genuinely necessary.

**Orders to extend or impose the automatic stay.** This is a recurring issue, as it is probably the motion we see most frequently and yet it is consistently done in a manner that requires more work from the Court than it should. There are two prongs that allow the debtor to rebut the presumption of bad faith: (1) a substantial change in circumstances, or (2) that the case will be successful. Motions often fail to articulate which prong they are moving under. If arguing that the case will be successful, you should always give us the numbers. What is the debtor's net disposable income? What are the plan payments? That way, we can assess whether the case will be successful without having to dig through the docket for the debtor's schedules and plan.

**Conclusion**

It has been a privilege to work in chambers, and one I do not take lightly. Those of us behind the bench do important work, and so do the practitioners appearing before the Court. We are in this together, and I hope these suggestions are helpful. I have not only learned from Judge Russin, but also from all of you, and for that I am very grateful.



## PRO BONO CORNER



BY: STEVEN S. NEWBURGH, ESQ.  
(GUEST CONTRIBUTOR)  
STANDING MEMBER  
FLSB PRO BONO COMMITTEE  
FORMER LAY CHAIR

**PRO BONO AND “A.I.”?***Observations, thoughts and frights from a Pro Se Clinic*

Peter Kelly and I just finished our March *Pro Se Clinic*. We had a small room this month, with more registrants than attendees. That’s not out of the ordinary, but it did provide Peter and I a chance to interact on a more personal level with our attendees. We have found a way to provide information to our attendees that is more directed. In our post-clinic discussion, we bounced ideas off one another that would be appropriate for our Pro Bono Subcommittee on A.I. Two of our attendees had already filed. One in chapter 7, the other in chapter 13. We gave the usual spiel about the need for legal representation, especially in a chapter 13 and explained that most chapter 13 lawyers will allow payment of attorneys’ fees for a few months through their chapter 13 plan. Most attendees are unaware of this. Most attendees are also unaware of the often-needed motion to public value and the benefit that can be provided in many situations.

What stuck out from today’s session was the attendee, who, when asked how she was able to assemble the filing package without counsel and without reference to the court’s website, she responded that she assembled “everything needed” by using “Google” and downloaded the forms from the court’s website. I then asked whether this was something she was able to research by using Google A.I. The attendee responded in the affirmative. While we did not have enough time to dig deeper concerning the attendee’s use of what I assume was Gemini 3, Google’s A.I. program, the knowledge that a pro se filer assembled a petition package by reference only to A.I. caused concern. I did mention to the attendee that it would be best for her to consult with an attorney before filing her pro se petition. The attendee mentioned that she was just filing a “Ghost Petition.” I asked for her to explain what that was. (Gemini was at least smart enough to warn her that she would have only 14 days to thereafter file the remaining schedules, etc.). What I found alarming was the belief on the part of this prospective pro se filer that she knew everything she needed to know to file the “Ghost Petition.” If we had more time in the session today, I would have asked her about her proposed chapter 13 plan and how she was going to show feasibility when she was unemployed and her husband was “out of work” (she earns about \$50,000 per year in her own business). However, the attendee was concerned she would not fit within the requirements of chapter 13 as she could not figure out whether to identify this business as a “sole proprietorship” or otherwise. In response to this information, Peter and I were able to demonstrate to the entire audience the importance of retaining a lawyer, especially for a chapter 13 filing. After explaining “feasibility” for a chapter 13 plan and other requirements, our hope was that any attendee contemplating a chapter 13 filing would now seek legal counsel in lieu of a chapter 13 “Ghost filing” as a pro se debtor. I got the impression that the attendee responding to my questions did not know when to file her proposed chapter 13 plan. That wasn’t the only area of knowledge that Gemini failed to identify.

There is little question that we will be seeing many pro se filers using A.I. to assist in the preparation of bankruptcy petitions. This means a greater number of uninformed or worse, misinformed pro se filers. This also means that we all need to be on guard and rely upon our judges and trustees to ask a pro se filer whether the paper that was filed was prepared by the pro se party or whether it was a product of pure A.I. I think that’s a big question to ask if there is some uncertainty, but if it’s a paper that is obviously a creation

(Continued on page 14)





## It's All in the Link! And Tidbits!

Jacqueline Antillon

Courtroom Deputy to the Honorable Robert A. Mark

Taking a page from the University of Miami - **It's All About the "I\_I"...** Well, for us here at the U.S. Bankruptcy Court, it's all about the link! We can't stress enough how critical it is to link your document to the correct docket entry. This step is essential to our daily operations. When entries are incorrectly linked—or not linked at all—it causes delays, disrupts workflow, and pulls attention away from more urgent matters.

These errors may seem insignificant, but they require manual correction on our end to confirm the docket remains accurate and reliable. After all, the information we disseminate should be precise.

Below, you'll find a few tidbits and examples of incorrect entries we encounter daily—and yes, every day we spend time, some days more excessive than others, fixing careless oversights. Remember: We're always happy to assist. Don't hesitate to reach out—we're here and always available to help!

- **Certificate of Service:** It's all in the link. Make sure you link the correct document(s) to your certificate of service. This isn't just a formality, it is a critical step in ensuring proper notice and upholding the integrity of court proceedings. A Certificate of Service is a formal document providing proof of what was sent to the opposing side. Chambers specifically looks for a certificate linked to a Notice of Hearings and an Order Setting Hearing. Improper service or failure to file a certificate can lead to postponement and disruptions in legal proceedings. These issues may seem minor, but they have real consequences, and they require rectification on our end to keep the docket factual. Failure to include or follow up with a Certificate of Service may result in the court having to reset or continue your matter. Bottom Line: Link it right the first time, immediately follow up and file your Certificate of Service. And if you're unsure, remember to reach out - we are always here to help.
- **Motions to Continue:** A Motion to Continue is a formal request asking the court to postpone a scheduled matter. To ensure your motion is properly considered and processed, here are a few tidbits. **1) State your reason clearly:** Your motion should outline the specific reason(s) for the continuance, such as a personal emergency, need for additional preparation time, witness unavailability, etc. **2) File Timely:** Submitting your motion in advance allows chambers and all parties involved to adjust their schedules accordingly, **3) Link Correctly:** Always link your motion to continue to the original motion(s) or the most recent complaint - especially when requesting a continuance of a scheduling or pretrial conference, **4) Avoid Incorrect Linking:** Never, ever, ever... and we mean never, link the motion to the Notice of Hearing or Order Setting Hearing. Doing so requires manual corrections and time-consuming tasks to be performed by operations or chambers staff, **5) Agreed Motions are Preferred:** Most judges will grant a continuance if the motion is filed as agreed. Before filing, reach out to the opposing side to confirm there are no objections. Otherwise, your motion may be set for hearing, **6) Document Consent:** If agreed, title your filing *Agreed Motion to Continue* and include in the body of the motion who was contacted and who consented. It Matters: Proper linkage and timely filing are crucial for the court's efficiency. They help maintain consistency in the workflow and prevent needless delays in legal proceedings.
- **Response/Objection:** It's all in the link. Just like the certificate of service, it's crucial to link your response or objection to the correct document(s). Proper linkage ensures the integrity and effectiveness of the court record—especially in larger cases where the matter may lead to an appeal or involve exhibits. Incorrect or missing links can create confusion, impede workflow, and require time consuming manual corrections. Every document plays a role in establishing a clear and accurate docket, your attention to detail helps maintain that standard. Bottom Line: Link your response or objection to the document it addresses. And if you're unsure, remember to reach out - we are always here to help.

(Continued on page 16)



## It's all in the link! And Tidbits! (continued from page 15)

- **Linking to more than one document:** CM/ECF is designed to be user-friendly, so take advantage of it by ensuring your Certificate of Service includes all documents being served. When linking, make sure to select every applicable document. This ensures clarity for chambers, parties, and the record. Incomplete linkage can lead to confusion, delays, and unnecessary follow-up. Tidbit: Double-check your selections before submitting. A few extra seconds can save everyone time down the road.

Even if the court can correct it, accuracy matters. It's easy to think, "The court will fix it anyway." But here's the reality, every e-filed entry is immediately visible to all parties of interest via the Notice of Electronic Case Filing (NEF). That means any error - whether it is a typographical error, incorrect linkage, or misfiled document - is seen by everyone involved in the case.

Yes, the court performs quality control on e-filed documents and, when possible, will correct filing errors. However, unless the mistake triggers a Notice to Filer of Apparent Filing Deficiency (NAFD), other parties may not be notified that a correction was made. This lack of visibility can lead to confusion, miscommunication, and even procedural delays. If the court corrects your filing, the docket entry modified by a court employee may differ from the Notice of Electronic Filing (NEF) received by external users at the time the transaction was submitted.

**Example of Common Errors:** An NEF confirmation was sent to all e-filers associated with a case. The e-filer mistakenly selected that the motion was filed ex parte. However, the attached PDF did not include any ex parte language, and the court always relies on the content of the PDF. The court corrected the entry, but the change was not communicated to other e-filers associated with the case. While the correction may seem minor, the lack of notification can cause confusion. Another frequent mistake is including negative notice verbiage in the docket text when the PDF does not include negative notice verbiage. Always ensure your docket selections match the content of your uploaded document. Not all errors will result in a NAFD or a corrective docket entry.

Notice of Electronic Filing

The following transaction was received from **Attorney ABC** entered on 10/1/2025 at 11:39 AM EDT and filed on 10/1/2025

**Case Name:** Unknown Debtor (Testing)

**Case Number:** 25-██████████-RAM

**Document Number:** 10

**Docket Text:**  
Ex Parte Application to Employ ██████████ as Lawyer for DIP [Affidavit Attached] Filed by Debtor ██████████ (Attorney, ABC)

Please be mindful, unintentionally disseminating incorrect information can compromise the integrity of the court record. Our shared goal is to uphold accuracy and ensure clarity in all filings. Every correct entry helps prevent misunderstandings and supports the smooth progression of legal proceedings. A simple rule to remember is that accuracy matters. We understand that mistakes happen. That's why we offer this important tidbit reminder - and what we like to refer to as "the point of no return" - take a few extra minutes to carefully review your entry before committing your transaction. If you catch an error before committing a transaction, just go back or restart your transaction. Keep in mind, once you submit, there's no turning back. If you are ever unsure, please do not hesitate to reach out. We are here to help, all you must do is reach out!

Docket Text: Final Text  
**Chapter 7 Voluntary Petition . [Fee Amount \$338] (Antillon, Jax)**

**Attention!! Submitting this screen commits this transaction. You will have NO further opportunity to modify this submission if you continue.**



## Oh No, Not Another NAFD! What Can I Do? (Part 2)

(Part I published September 2025)

By: Jacqueline Antillon

Courtroom Deputy to the Honorable Robert A. Mark

As promised, following up and in continuation with my previous article, listed below are common e-filed mistakes and how to avoid the court issuing a Notice to Filer of Apparent Filing Deficiency (NAFD). Let's review some of these errors and how to avoid the court issuing an NAFD. CM/ECF is user friendly, and our dictionary team has spent hours designing built-in prompts which make it easier for e-filers to file documents. Please pay attention to prompts programmed into these events, as careless errors can be avoided. Remember, we are here to help!

So, what exactly warrants the court to issue an NAFD? Here are a few reasons. **1)** Incorrect/Incomplete PDF image (always right-click and view before submitting your document). **2)** Selected event does not match PDF image (use the Search feature in CM/ECF). **3)** Document filed in the incorrect case. **4)** Document filed in a dismissed or closed case (exceptions are Motions to Vacate, Reinstate, or Reopen). **5)** Electronic signature does not correspond to attorney login. **6)** Document does not conform to official form and/or was not accompanied by a declaration concerning schedules. **7)** Motion for Clerk's Default (remember to include a non-military affidavit). **8)** Motion/Objection/Response (if filing a motion that includes a response or objection, these need to be filed using two different events, which can be in the "Motions/Applications" or "Answer/Response" categories - and upload the same PDF document for each selection. Typing in the Response/Objection portion may not be sufficient. *The free-standing text box is used to add supporting information, but it is not a substitute for an incorrect event selection. Added information also appears in italics, immediately alerting staff to a potential data entry error.*

Keep in mind, operations and chambers staff will quality control each externally e-filed entry (an exception exists for proofs of claims). Staff compares each docket entry with the PDF document uploaded. Accuracy is the name of the game. What we look for:

- New Cases (each debtor's name, aka's, address, chapter, etc.)
- Documents E-filed (case number, chapter, attorney's login, party selection, correct PDF image, correct event(s))
- Correct Statistical Data (entered at case opening, and initial or amended schedules)
- Certificate of Service (not following up with a certificate of service after entry of a notice of hearing and/or orders)
- Personal Identifiers (bank accounts, social security numbers, minor children information)
- Orders (refer to Part I for guidelines)

### Other Common E-Filing Mistakes

- **Incorrect Linkage:** When filing a Motion to Continue a Hearing, clerk's often see that the motion is linked to the notice of hearing or order setting hearing. That is incorrect. The motion must be linked to the original motion or the most recent adversary complaint. Never ever link the motion to the notice of hearing or order setting hearing. Ask yourself, what prompted the court to issue a notice of hearing (NOH) or enter an order setting hearing? Answer: Motion. If asking the court to continue the scheduling conference or pretrial, link to the most recent complaint. The NOH or order is simply a tool to get your motion set in front of the judge.
- **Incorrect Party Filer:** Select the correct party filer to avoid an incorrect court record and time-consuming editing by the clerk's office.
- **PDF Document Format and Content:** Upload correct PDFs and attachments. Remember, a Notice to Filer of Apparent Filing Deficiency is a public record.

(Continued on page 18)

**Oh No, Not Another NAFD! What can I do? (Part 2)** (continued from page 17)

- **Non-Flattened/Fillable PDF Documents:** Fillable PDF documents can be manipulated and create potentially fraudulent information. *Documents with interactive data fields must not be filed.*
- **Outdated Forms:** Stay on top, be alert to any changes in official bankruptcy forms and local forms. If you are unsure if you have a current form, visit the Court's website.
- **Attorney's Signature on Filed Document:** An Attorney's login/password constitutes a signature and consent to receive electronic service of all documents. The signature on the document must match the PACER account used to e-file the document.
- **Failure to Timely Remit Filing Fees:** Avoid being locked out for non payment. Pay outstanding fees by the end of each business day. Should you find yourself locked out, log into you CM/ECF account. Under Utilities, select Internet Fees Due and follow the prompts. After payment has been recorded, refresh your screen and all filing privileges are instantly restored.
- **Does it Extend or Impose the Automatic Stay?** Know the difference: Extend, §362(c)(3) - one case, request within 30 days of the filing of the petition; Impose, §362(c)(4) - more than one case, no stay, court can impose. A motion should be immediately filed upon the filing of the new case. Do not wait, as these must be heard within 30 days of the filing of the petition. Do not forget to file a declaration or affidavit, or a verified motion. Counsel's statements on the record are not evidence, and debtors should attend the hearing.
- **No Certificate of Service Filed Where Required:** Refer to Local Rule 2002-1(F) and 9073-1(B). Follow up with Certificates of Service as required by the local or federal rules. <https://www.flsb.uscourts.gov/local-rule/notices>

Besides being aware of the court's operational procedures, it is also important to become familiar with each judge's practice, as they differ. The Court's website is user friendly and provides valuable information. Under the Judges tab, you will find additional tips, instructions, procedures, practices, calendar information, judicial settlement conferences, staff contact information, video conference hearings, and links. We can better serve you if you are familiar with our procedures. If you have any questions regarding filing, case status, missing documents, event selection, etc., please contact the office where the judge is chambered.

**Miami – (305) 714-1800**  
**Ft. Lauderdale – (954) 769-5700**  
**West Palm Beach – (561) 514-4100**

Oscar Wilde once said, "The only thing to do with good advice is to pass it on. It is never of any use to oneself." I can't stress enough to attorneys, please share with your paralegals or administrative staff. Sharing simplifies the task by minimizing repeated errors, avoids confusion, and saves time. Let your staff know that we are here to help. Go ahead and reach out, we are only a phone call or email away. Working together increases efficiency and productivity. Together, we can achieve amazing results! "Coming together is a beginning; keeping together is a progress; working together is success." – Edward Everett Hale



## Notices of Electronic Filing (“NEF”): Email Recipients and the One Free Look

By: Cameron Cradic

Items entered into the public docket are served electronically upon attorneys who created their electronic appearance in a case or proceeding. The email receipt of the filed entry is called a Notice of Electronic Filing (“NEF”), and it is sent to a user’s primary email address. Attorneys and trustees may authorize duplicate NEFs for up to five additional support staff members. These additional recipients are called secondary email addresses.

The primary email address is maintained in the user’s PACER account (click the Maintenance tab), and attorneys and trustees may add secondary email addresses to their own credentials in CM/ECF. **To add a secondary email address, click [Utilities > Maintain Your ECF Account > click Email Information > enter the “Secondary email address” AND “Reenter secondary email address” fields > at “Send the notices specified below,” ensure that the checkbox for “to the secondary addresses” is marked > click Return to Account screen > click Submit.](#)**

All NEF recipients receive an email from the court containing a One Free Look hyperlink via the docket entry number. This link expires after the first use or 15 days, whichever comes first. Thereafter, a PACER credential may incur fees to view filed documents.

### What are the benefits of adding secondary email addresses to a user’s credentials?

- ✓ Each recipient gets the One Free Look to view or download documents.
- ✓ Saving documents is a good way to avoid PACER query fees later.

### What are some reasons why the One Free Look is not active?

- ✧ The One Free Look no longer exists after having been clicked the first time.
- ✧ The One Free Look expires after 15 days.
- ✧ Forwarded NEFs have the One Free Look only if the original recipient has not already clicked on it.
- ✧ If the document number is NOT a hyperlink, it is a virtual docket entry. This means there is no underlying PDF image to view (also known as a paperless entry).
- ✧ Restricted or sealed documents, as well as locked transcripts, will not have the One Free Look unless the status changes.
- ✧ Some automated software or antivirus programs access the One Free Look as a safety or screening precaution. If users wish to mitigate this activity and enable a confirmation, go to [Utilities > Maintain Your ECF Account > click Email Information > check the following box \(see below\) > click Return to Account screen > click Submit.](#)

 **Check this box**

Enable confirmation of Free Look Use to verify your **one free look** will be used when a document link is clicked from CM/ECF emails (NEFs).

### How can I ensure that I receive the One Free Look?

- Ensure that an ISP (Internet Service Provider) is not blocking court email or sending court email to a junk or spam folder.
- Users maintain their own PACER credentials. Keep it updated.
- Check the spelling of each secondary address AND save all updates.



## Help Desk Corner

By: Lorraine Adam

The help desk corner will highlight questions the clerk's office routinely receives by telephone or through the court's website at: <https://www.flsb.uscourts.gov/contact-us>. Whether you are contacting the Miami, Fort Lauderdale, or West Palm Beach division, the clerk's office staff are readily available to assist you during court hours of 8:30 am to 4:00 pm.

Miami:	305-714-1800
Fort Lauderdale:	954-769-5700
West Palm Beach:	561-514-4100



### ***I have a meeting of creditors scheduled for next month. Do I have to attend?***

Debtors must attend the meeting to be questioned under oath by the Trustee. In a joint case, both spouses must be present. Creditors may attend but are not required to do so. Presently, the meetings are held by video conference. The Zoom information is provided on the *Notice of Bankruptcy Case*, which was mailed to all parties shortly after the bankruptcy case was filed.

To better understand the bankruptcy process, access our court website at: [www.flsb.uscourts.gov](http://www.flsb.uscourts.gov). Under the "Don't Have a Lawyer" tab, there are three sections: General Resources; Debtor Resources; and Creditor Resources with links to frequently asked questions. You may also watch a Bankruptcy Basics video which provides an example of a Meeting of Creditors setting. The video is not long and is full of helpful information.

## **New Fort Lauderdale Courthouse Project Update**

Construction of the new Fort Lauderdale Courthouse continues to move forward at a steady pace, with the project remaining firmly on schedule for substantial completion on November 28, 2026. With a dedicated workforce of over 200 tradesmen active on-site daily, the facility is rapidly transforming into a modern landmark for the judiciary. A focal point of recent activity is the entrance pavilion. Designed as the "gateway to justice," the pavilion has seen significant structural progress, establishing the grand aesthetic and secure access point that will define the public's experience of the building. Inside the courthouse, the transition from heavy construction to refined finishing is well underway. Framing and gypsum installation are now complete throughout the building. Specialized carpentry and millwork are currently progressing throughout all floors, shaping the public courtrooms and chambers.

The building's core infrastructure has reached a critical turning point. HVAC and ductwork installations are nearing completion, and the technical team has officially begun startup of the chillers and cooling towers.





## FLORIDA SOUTHERN BANKRUPTCY MORTGAGE MODIFICATION MEDIATION STATISTICS

(From April 1, 2013 through February 28, 2026)

	MIA	FTL	WPB	TOTAL
MMM Motion (Attorney Rep.)	8715	5860	3469	18044
MMM Motion (Pro Se)	110	53	32	195
<b>Total Motions Filed</b>	<b>8825</b>	<b>5913</b>	<b>3501</b>	<b>18239</b>
Order Granting MMM Motion	7763	5212	2985	15960
Final Report of Mediator	6537	4164	2308	13009
Mediation Agreement Reached	2756	1901	1069	5726

### MMM MOTIONS FILED BY MONTH (Attorney Rep. & Pro Se)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL =
<b>MIAMI</b>													
2013				18	82	106	137	130	173	181	169	141	1137
2014	171	157	184	179	170	164	156	126	198	146	123	138	1912
2015	161	168	189	183	142	164	127	122	127	108	93	93	1677
2016	111	124	79	102	119	110	60	92	99	84	78	74	1132
2017	59	49	59	52	59	56	54	44	48	57	63	39	639
2018	40	48	54	64	57	44	59	50	44	52	40	39	591
2019	57	39	48	41	48	35	31	42	45	45	35	23	489
2020	35	38	24	20	31	19	8	14	5	15	9	18	236
2021	18	19	15	22	18	18	14	16	21	16	11	29	217
2022	31	13	22	24	27	32	20	23	24	17	12	29	274
2023	25	20	32	23	20	26	16	12	20	21	8	9	232
2024	12	21	11	10	10	15	7	13	16	10	13	7	145
2025	13	11	8	16	12	6	10	9	14	11	9	19	138
2026	12	9											21
													8840
<b>FT. LAUDERDALE</b>													
2013				49	92	98	116	144	189	118	99	77	982
2014	91	82	69	108	89	89	107	61	99	100	121	95	1111
2015	96	101	109	89	94	94	82	74	93	89	91	79	1091
2016	86	81	58	61	68	63	46	75	59	43	54	50	744
2017	38	25	38	26	47	42	40	34	33	39	29	26	417
2018	20	21	36	24	33	43	47	46	28	33	26	21	378
2019	34	20	31	24	28	20	20	18	25	19	26	19	284
2020	26	13	25	19	22	17	8	12	5	5	6	8	166
2021	9	21	13	12	8	5	15	9	9	16	15	20	152
2022	16	12	15	17	22	19	21	16	15	7	10	11	181
2023	12	7	20	18	20	6	8	8	10	10	18	16	153
2024	21	9	9	7	7	17	8	10	10	14	9	5	126
2025	10	6	7	12	16	13	9	10	9	7	8	17	124
2026	12	10											22
													5931
<b>WEST PALM BEACH</b>													
2013				9	35	56	91	83	147	63	68	67	619
2014	47	43	64	54	66	74	54	43	83	52	49	44	673
2015	51	57	52	41	47	54	48	39	35	35	33	36	528
2016	46	33	33	32	36	29	29	32	18	13	16	25	342
2017	22	18	21	22	20	10	23	27	18	24	17	13	235
2018	19	8	10	15	21	20	26	18	24	25	13	12	211
2019	22	20	13	28	14	20	27	19	10	31	18	10	232
2020	16	14	18	13	10	10	15	5	11	11	7	13	143
2021	4	8	6	4	7	6	7	10	9	5	19	10	95
2022	1	0	12	5	6	16	8	8	12	6	7	5	86
2023	14	7	12	6	8	11	6	4	4	10	4	8	94
2024	7	9	4	10	14	6	9	7	14	7	10	6	103
2025	13	4	6	10	11	6	9	5	9	9	7	12	101
2026	13	12											25
													3487

### COURT MISSION STATEMENT

To promote public trust and confidence in the administration of bankruptcy cases:

- through easy access to comprehensible, accurate information about the court, its procedures, and records;
- by the efficient, respectful, and dignified conduct of business at all levels of the court, clerk's office, chambers and courtroom;
- through adjudication of bankruptcy cases by a fair and impartial tribunal that is designed to provide relief to the honest debtor, equitable distribution of available assets to creditors, and preservation of jobs and value through successful business reorganizations.

### CONTACT "COURTHOUSE BEACON NEWS" PUBLICATION STAFF

If you have any comments regarding this issue or want to suggest ideas for future articles, please contact "Courthouse Beacon News" staff at the following email address: [Dania\\_Muniz@flsb.uscourts.gov](mailto:Dania_Muniz@flsb.uscourts.gov).

Please do not use the above email address to file or send papers to the court or to ask questions about court procedure or status of a particular case. Contact the clerk's office at any of the following numbers for assistance in these matters.

Visit the court website [www.flsb.uscourts.gov](http://www.flsb.uscourts.gov) for local filing information. Thank you.

Miami: (305) 714-1800  
 Ft. Lauderdale: (954) 769-5700  
 West Palm Beach: (561) 514-4100

**Please Note:**  
**Clerk's office staff is not permitted to give legal advice.**