Please note the following new proposed order guidelines effective immediately:

TITLE: The title of the proposed order should contain the disposition of the motion, contain the name of the movant and the docket number of the motion, and should completely match the title of the related motion:

- Order Granting ABC Bank's Motion for Relief from Stay (Doc. 51)
- Order Approving Trustee's Application for Compensation (Doc. 123)
- Orders "on" a motion/application/objection will not be accepted; they must include a disposition

DISPOSITION: The correct disposition terminology should be used:

- Motions are granted or denied
- Objections are sustained or overruled
- Applications are approved or disapproved
- Non-dispositional language such as "Order on Motion" will not be accepted

BODY: The opening paragraph of the proposed order should contain the document number of the motion or document to which the order is related

- *"This case came before the Court on Creditor ABC Bank's Motion to Dismiss Case (Doc. 57) …"*

AMENDED ORDERS: Amended orders must contain a footnote explaining why the original order is being amended.

REFERENCED DOCUMENTS: Proposed orders which contain references to Proofs of Claim or items on the docket such as responses, amendments, etc., should contain the name(s) and docket or claim number(s) of those items as shown in the examples above.

OBJECTIONS TO CLAIMS: Orders sustaining objections to claim should include the claimant's address upon which notice was served and should clearly indicate the amount of the claim to be disallowed. Do not simply state "claim is disallowed in its entirety."

ELECTRONIC FORMAT: As always, proposed orders should be submitted in Word (preferably), WordPerfect, or other compatible word processing format.