

UNITED STATES BANKRUPTCY COURT  
NORTHERN DISTRICT OF FLORIDA

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In re:

Amended Standing Order # 11	)	AMENDED STANDING
Relating to Electronic Case	)	ORDER NO. 11
Filing <sup>1</sup>	)	

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Applicable Federal Rules of Bankruptcy Procedure and this Court's Local Rules authorize the Court to establish practices and procedures for the filing, signing, and verification of pleadings and papers by electronic means.

Significant and ongoing changes in technology and case management systems have evolved since the Court first implemented *Administrative Procedures for the Filing, Signing, and Verification of Pleadings and Documents by Electronic Means* administrative procedures ("Administrative Procedures") by *Standing Order #11*, in November of 2003. Technology for e-filing in federal courts is continuing

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<sup>1</sup> The instant Amended Standing Order No. 11 amends and updates *Standing Order #11 Relating to Electronic Case Filing* ("Standing Order #11"), signed on November 4 and effective November 12, 2003.

to evolve rapidly. For those reasons, the Court issues this Amended Order to update Administrative Procedures and provide the Clerk, subject to Court approval, authority to update and maintain the Administrative Procedures on the Court's website without further order(s) of the Court.

It is **ORDERED**:

1. The Clerk shall publish and maintain on the Court's website ([www.flnb.uscourts.gov](http://www.flnb.uscourts.gov)) amended Administrative Procedures. The Clerk will notify the bar and the public of the amended Administrative Procedures by posting them to the Court's website ([www.flnb.uscourts.gov](http://www.flnb.uscourts.gov)) under *News and Announcements*, and directly notifying all current ECF electronic filers via email and GovDelivery subscribers via GovDelivery.
2. The amended Administrative Procedures to be posted by the Clerk pursuant to this Amended Order, which primarily concern "NextGen" (upgrade of the electronic case management System, known as CM/ECF), become effective December 6, 2021. The Clerk has informed the bar and the public of the December 6, 2021 effective date of NextGen, and of the steps necessary to enable them

to e-file using NextGen, well in advance of the date of this Amended Order, making additional prior notice unnecessary.

3. The Clerk may publish subsequent amendments to the Administrative Procedures upon approval of, but without further order of the Court. Unless ordered otherwise, all future amendments to the Administrative Procedures shall become effective fourteen (14) days after the Clerk posts them on the Court's website and provides notice to the bar electronically in accordance with this Amended Order.
4. If the electronic case management system ("System") is out of service for any reason, electronic filing through the System will be unavailable. In the event of an interruption of service of the System, the Clerk will provide notification to electronic filers via email and the bar and the public by posting a notice on the Court's website.
5. The Clerk will maintain a log of times and dates during which the System is out of service. When the System is out of service, the Clerk's Office will accept filings via email or facsimile. The Clerk's Office will also accept paper filings by mail or courier service if delivered to the Tallahassee Bankruptcy Courthouse located at 110

East Park Avenue, Suite 100, Tallahassee, Florida 32301 during regular business hours.

**DONE AND ORDERED ON** December 2, 2021.

A handwritten signature in black ink, appearing to read 'K. Specie', written over a horizontal line.

**KAREN K. SPECIE**  
Chief U.S. Bankruptcy Judge