

### **2000 Series Amendments, Effective September 3, 2025**

- 2000 Series Amendments – Redline Version
- 2000 Series Amendments – Final Version
- New Chart Referenced in Amendments to Local Rule 2002-1(a)
- Abrogate and Remove Local Form 2002-4(d)
- Abrogate and Remove Local Form 2002-5
- Local Form 2016-1 Amendments – Redline Version
- Local Form 2016-1 Amendments – Final Version
- New Guidance Referenced in Amendments to Local Rule 2016-1(c)
- Local Form 2016-2 Amendments – Redline Version
- Local Form 2016-2 Amendments – Final Version

**Rule 2002-1. Notices ~~to Creditors & Other Interested Parties~~**

(a) ~~CHAPTER 7, 12 AND 13 CASES~~ ENTITY RESPONSIBLE FOR NOTICE. Unless the court orders otherwise, notice required by Federal Rule of Bankruptcy Procedure 2002 must be given by the entity specified in the chart available on the court's website, as may be modified by the clerk. ~~Except as provided in Local Rules 2016-1 and 6004-1, all notices under Federal Rule of Bankruptcy Procedure 2002 in a chapter 7, 12 or 13 case shall be given to each entity listed in the matrix referred to in Local Rule 1007-2. A party may request by motion that notice be limited as provided in Federal Rule of Bankruptcy Procedure 2002(h).~~

(b) DEBTOR'S ADDITIONAL NOTICE RESPONSIBILITIES. After the clerk sends the meeting of creditors notice, the debtor is responsible for sending such notice, and filing proof that such notice was sent, to:

(1) Any creditor subsequently added to the matrix referred to in Local Rule 1007-2; and

(2) All equity security holders on any subsequently filed list under Federal Rule of Bankruptcy Procedure 1007(a)(3).

~~(b) CHAPTER 11 CASES.~~

~~—(1) [ABROGATED]~~

~~—(2) Notice. All notices to creditors under Federal Rule of Bankruptcy Procedure 2002 shall be given to each entity listed in the matrix referred to in Local Rule 1007-2.~~

~~—(3) Notice to Equity Security Holders. Unless ordered otherwise, all notices under Federal Rule of Bankruptcy Procedure 2002(d) shall be mailed to each equity security holder.~~

(c) ~~NO ADDRESS~~ REQUEST FOR LIMITED NOTICE. A request that notice be limited to the entities identified in Federal Rules of Bankruptcy Procedure 2002(h) or (i) must be made by motion. ~~Neither the clerk, the debtor nor the moving party need provide notice to any entity listed with no address or "address unknown" in the matrix referred to in Local Rule 1007-2.~~

~~(d) OMITTED CREDITORS; CORRECTED ADDRESSES.~~

~~—(i) After transmission by the clerk of the notice of the meeting of creditors, the debtor shall transmit a copy of the notice of the meeting of creditors to any entity not listed at the time on the matrix referred to in Local Rule 1007-2, and shall add those creditors to the matrix.~~

~~—(ii) The debtor or a creditor or its authorized agent may add the name and address of an omitted creditor, an authorized agent for a creditor, or a new or corrected name or address for any creditor to the matrix.~~

## 2000 SERIES AMENDMENTS, EFFECTIVE SEPTEMBER 3, 2025 – REDLINE VERSION

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; May 1, 2014; May 1, 2019; October 1, 2019; June 1, 2021; [September 3, 2025](#).]

### 2025 Advisory Committee Notes

Former Local Rules 2002-1 and 2002-4 were combined into one rule and significantly rewritten to ensure conformity with the Federal Rules of Bankruptcy Procedure.

Current subsection (a) replaces former Local Rule 2002-4(a)–(c). The chart maintained by the clerk specifies who gives notice of any given item listed in Fed. R. Bankr. P. 2002.

Current subsection (b) replaces former Local Rules 2002-1(d)(i) and 2002-4(d). The phrase “meeting of creditors notice” refers to Official Forms 309A, et seq. Those official forms give several notices required by Fed. R. Bankr. P. 2002, including, but not limited to: (1) the meeting of creditors under 11 U.S.C. § 341; (2) the order for relief; (3) the time fixed for filing proofs of claims; and (4) the time fixed for filing a complaint objecting to the debtor’s discharge. Local Form 2002-4(d) is abrogated; a debtor should use Official Form 309E1, E2, F1, or F2 as filed by the clerk. Please refer to Fed. R. Bankr. P. 9036 for information about notice by electronic means. Local Rule 9036-1(a) also requires that proof of notice be electronically filed whenever notice is given to a party that is not a Filing User. Former Local Rules 2002-1(b)(1) and (2) were removed as no longer necessary. See Fed. R. Bankr. P. 2002(d) (governing notice to equity security holders).

Current subsection (c) replaces part of former Local Rule 2002-1(a) and adds a reference to Fed. R. Bankr. P. 2002(i), which is another provision allowing for limited notice.

Former Local Rule 2002-1(c) was removed to ensure conformity with Fed. R. Bankr. P. 1007(a)(1) and Local Rule 1007-2, which require the debtor to file with the petition a list containing the name and address of each creditor. Former Local Rule 2002-1(d)(ii) was removed as no longer necessary. The clerk maintains instructions on the court’s website at [www.mnb.uscourts.gov](http://www.mnb.uscourts.gov) for how to update the name or address of a creditor on the matrix. Former Local Rule 2002-4(e) was removed as no longer applicable. Former Local Rule 2002-4(f) was removed to ensure conformity with Fed. R. Bankr. P. 2002, which generally states the court may direct another entity to give notice.

### **Rule 2002-4. ~~Rule 2002 Notices~~[\[ABROGATED\]](#)**

~~(a) NOTICES PREPARED BY MOVING PARTY. Except as provided otherwise in this rule, an entity moving for relief which requires notice under Federal Rule of Bankruptcy Procedure 2002 shall give the notice and file proof of such notice.~~

~~(b) NOTICES PREPARED BY CLERK. Except as provided in paragraph (f) of this rule, the clerk shall give notice of: 1) the order for relief and the meeting of creditors; 2) a hearing on the approval of a disclosure statement; 3) a hearing on confirmation of a chapter 12 or 13 plan; 4) confirmation of a chapter 11 or 12 plan; 5) revocation of confirmation of a plan; 6) a hearing on a motion for hardship discharge in a chapter 12 or 13 case; 7) the debtor’s discharge; 8) denial or revocation of the debtor’s discharge; and 9) dismissal or conversion of a case.~~

~~(c) NOTICES PREPARED BY TRUSTEE.~~

~~—(1) Disposition of Property. Except as provided in Local Rules 6004-1(b), 6007-1, and 9019-1, the trustee in a chapter 7 asset case shall give notice of sale, abandonment or other disposition of property or compromise or settlement of a controversy, which shall conform substantially to Local Form 6004-1(a).~~

~~—(2) Final Report and Account. The trustee in a chapter 7 case shall give notice of the trustee's final report and account.~~

~~(d) NOTICES PREPARED BY DEBTOR IN POSSESSION. In a chapter 11 case, if the debtor in possession does not file a list of equity security holders, the debtor in possession shall give notice required under Federal Rule of Bankruptcy Procedure 2002(d) and file proof of such notice. The proof of notice shall not include a list of the equity security holders, but shall state the total number of such holders and identify the person who provided notice and the custodian of the records containing the names and addresses of such holders. The notice of the order for relief shall conform substantially to Local Form 2002-4(d).~~

~~(e) NOTICES PREPARED BY PARTY REQUESTING EXPANDED NOTICE. If the court in a chapter 11 case grants an application under Local Rule 2002-1(b)(2) for expanded notice, the applicant or the moving party shall give new notice.~~

~~(f) EXCEPTIONS. The clerk may instruct the debtor or the moving party to mail any notice.~~

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; May 1, 2014; December 1, 2015; October 1, 2019. [Abrogated effective September 3, 2025.](#)]

#### [2025 Advisory Committee Notes](#)

[Please refer to the 2025 Advisory Committee Notes for amended Local Rule 2002-1.](#)

#### **Rule 2002-5. ~~Request for Notice; Notice of Appearance~~[\[ABROGATED\]](#)**

~~(a) ONE ATTORNEY PER NOTICE. A separate request for notice or notice of appearance must be filed for each attorney seeking electronic notice. A single request for notice or notice of appearance that identifies multiple attorneys will result in only the attorney first identified receiving notice.~~

#### ~~(b) OTHER ATTORNEYS~~

~~—(1) If an attorney who is not admitted to practice in the district court wishes to receive electronic notice, the attorney must register as a Filing User of the court's Electronic Case Filing System in accordance with Local Rule 5005-1(a).~~

~~—(2) The filing of a request for notice or notice of appearance by an attorney who is not admitted to practice in the district court does not require the filing of a petition for admission pro hac vice. [Attorney admission is governed by Local Rule 9010-3(a) and (c).]~~

~~(c) ATTORNEYS AND ENTITIES THAT ARE NON-FILING USERS. A request for notice or notice of appearance that is filed by an attorney or entity who is a non-Filing User will result in notice by regular mail only.~~

~~(d) WITHDRAWAL. Any entity wishing to withdraw its request for notice or notice of appearance shall give notice of withdrawal that complies substantially with Local Form 2002-5.~~

~~Fed. R. Bankr. P. Reference 9010.~~

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; February 22, 2012; May 1, 2014; October 1, 2019; June 1, 2021. [Abrogated effective September 3, 2025.](#)]

#### 2025 Advisory Committee Notes

[Former Local Rule 2002-5 was abrogated, along with Local Form 2002-5. The clerk will maintain instructions for how attorneys should file a request for notice, notice of appearance, and withdrawal of notice and notice of appearance on the court's website at \[www.mnb.uscourts.gov\]\(http://www.mnb.uscourts.gov\). Under Fed. R. Bankr. P. 9010\(b\), an "attorney appearing for a party in a case must file a notice of appearance . . . ." Accordingly, under Local Rule 9010-1\(a\), an attorney filing a notice of appearance to appear for a party must be admitted to the court's bar. Former Local Rule 2002-5\(b\)\(2\) was abrogated to ensure consistency with that requirement.](#)

### **Rule 2003-1. Meeting of Creditors**

~~In a chapter 7, 12 or 13 case, for purposes of Federal Rule of Bankruptcy Procedure 4003(b), the meeting of creditors shall be deemed concluded on the first date set for such meeting, unless 1) the trustee files a statement specifying the date and time to which the meeting is adjourned or 2) if no meeting is convened within 28 days after the first date set for such meeting, the trustee files a notice of nonconcluded meeting of creditors and serves such notice on the debtor, the attorney for the debtor, the United States Trustee, each entity that appeared at the meeting of creditors, and each entity that has filed a request for notice or notice of appearance under Federal Rule of Bankruptcy Procedure 2002(i) or 9010(b).~~

[\(a\) FIRST DATE OF MEETING. If the meeting of creditors is rescheduled because the trustee recuses themselves or rejects their appointment, the date to which the meeting is rescheduled will be deemed the first date set for such meeting.](#)

[\(b\) MEETING CONCLUSION. The meeting of creditors will be deemed concluded on the first date set for such meeting, unless the trustee files a statement indicating the meeting is not concluded and specifying the date and time to which the meeting is continued. The statement](#)

must be filed within seven days after the meeting. The trustee may file more than one statement under this rule.~~If a statement regarding adjournment or notice of nonconcluded meeting is filed, and unless ordered otherwise, the meeting shall not be deemed concluded until a report is filed by the trustee stating that the meeting has been concluded.~~

(c) NOTICE. The trustee must provide notice of any statement filed under this rule to the debtor, the attorney for the debtor, and the United States trustee.

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; December 1, 2009; December 2012; September 3, 2025.]

#### 2025 Advisory Committee Notes

Local Rule 2003-1 was amended to provide greater clarity as to the timing of the meeting of creditors. Subsection (a) was added to clarify the first date set for the meeting of creditors if the trustee recuses himself or rejects their appointment. There are several deadlines in the rules that are set based on the first date set for the meeting of creditors. See, e.g., Fed. R. Bankr. P. 4003(b)(1) (providing that a party in interest may file an objection to claimed exemptions within 30 days after the meeting of creditors concludes). But see Fed. R. Bankr. P. 1019(b) (providing new timelines, including under Fed. R. Bankr. P. 4003(b), when a case is converted to chapter 7). Note that Fed. R. Bankr. P. 2003(e) uses the words “adjourn” and “adjournment” to refer to a meeting’s continuance.

Subsection (b) addresses the conclusion of the meeting and largely contains the substance of former Local Rule 2003-1, with a few exceptions. The 28-day timeline for reconvening was removed as unnecessary. However, a seven-day deadline was added for filing a statement under subsection (b) to ensure timely notice of rescheduling the nonconcluded meeting. Note that trustees must also adhere to the requirements of Fed. R. Bankr. P. 2003(e), which requires the trustee to announce at the meeting that the meeting is not concluded and provide the date and time to which it is continued. The statement required under subsection (b) ensures that the information shared at the meeting of creditors is also made available on the case docket. Lastly, the notice provisions were moved to new subsection (c). The list of entities required to receive notice was reduced as Fed. R. Bankr. P. 2003(e) and the 2011 Advisory Committee Notes thereto make clear that filing the statement is generally sufficient for purposes of notice.

#### **Rule 2014-1. Employing ~~ment of~~ Professionals ~~s~~ Persons**

(a) APPLICATION~~—FOR APPROVAL~~. An application filed under Federal Rule of Bankruptcy Procedure 2014(a) must comply with Local Rules 9013-3(a) and (c), except that:

(1) A verification is required; and

~~(1)(2)~~ Notice of the application must also be given to any committee elected under 11 U.S.C. § 705 or appointed under 11 U.S.C. § 1102, or its authorized agent.~~y entity seeking approval of employment of a professional person pursuant to § 327 or § 1103(a) of the Code and Federal Rule of Bankruptcy Procedure 2014 shall file an application, a supporting affidavit or verified statement of the professional person, and a proposed~~

~~order and transmit these to the United States Trustee, the trustee or examiner, all committees, and in a chapter 11, 12 or 13 case on the debtor's attorney.~~

- (b) UNITED STATES TRUSTEE REPORT. Within seven days after receipt of the application, the United States Trustee ~~shall~~ must file a report ~~regarding~~ indicating whether the United States trustee supports or opposes the proposed employment. If ~~an objection to the employment of the applicant is filed~~ the United States trustee opposes the proposed employment, the applicant ~~shall~~ must schedule a hearing on the application and give notice of the hearing to the ~~parties~~ entities listed in subsection (a)(2) of this rule and Local Rule 9013-3(c).

(c) EFFECTIVE DATE OF EMPLOYMENT. An order approving ~~such~~ the employment of a professional under this rule is effective as of the date the application was filed.

~~(c) SCOPE OF EMPLOYMENT. An entity seeking approval of employment of a professional person for a purpose other than carrying out the entity's duties under the Code shall make a separate application, specifying the professional's proposed duties.~~

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; December 1, 2009; May 1, 2019; October 1, 2019; January 1, 2021; September 3, 2025.]

#### 2025 Advisory Committee Notes

Local Rule 2014-1 was restyled and amended to avoid unnecessary duplication and inconsistency with Fed. R. Bankr. P. 2014. Subsection (a) was amended to reference Local Rule 9013-3(a) and (c), with a few additional requirements. The required verification referenced in Local Rule 2014-1(a)(1) must include the verified statement requirements listed in Fed. R. Bankr. P. 2014(a). Subsection (b) was restyled. References to amended subsection (a) of this rule and Local Rule 9013-3(c) were added; no substantive changes were intended. Amended subsection (c) includes restyled language found in former subsection (b). The language in former subsection (c) was removed as to ensure consistency with Fed. R. Bankr. P. 2014. If the employment of a professional person is not authorized under 11 U.S.C. §§ 327, 1103, or 1114, a motion for such employment is required.

#### **Rule 2015-1. ~~Trustee's Report in Chapter 12 and 13 Cases~~ [ABROGATED]**

~~Upon being served with a copy of a motion to dismiss or convert a case, to remove a debtor as debtor in possession, or for relief from the automatic stay, the trustee in a chapter 12 or 13 case shall transmit to all parties in interest and file a brief verified report containing information on the payments made by the debtor to the trustee and timeliness thereof, the payments made by the trustee to each secured creditor and to creditors in general, and the trustee's recommendations, if any, to the court.~~

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; October 1, 2019. Abrogated effective September 3, 2025.]

#### 2025 Advisory Committee Notes

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Former Local Rule 2015-1 was abrogated as unnecessary. The duty to make reports is governed by Fed. R. Bankr. P. 2015. Moreover, if the trustee in a chapter 12 or 13 case wishes to be heard regarding any request for relief, the trustee may file a response.

### Rule 2015.1-1. Patient-Care Ombudsman's Report

When making a report under 11 U.S.C. § 333(b)(2) and Federal Rule of Bankruptcy Procedure 2015.1(a)~~In addition to the notice required under Federal Rule of Bankruptcy Procedure 2015.1(a),~~ a patient-care ombudsman ~~shall~~ must also give notice of the ~~patient-care ombudsman's~~ report to each entity that issues licenses to or regulates the debtor or the debtor's principal.

[Effective December 1, 2014. Amended effective October 1, 2019; September 3, 2025.]

#### 2025 Advisory Committee Notes

Local Rule 2015.1-1 was restyled. A reference to 11 U.S.C. § 333(b)(2) was added; no substantive changes were intended. For other health care business rules, see Local Rules 1007-2(b) and 9013-2(b)(3).

### Rule 2016-1. Compensation of Professional Persons

(a) NOTICE. Except as provided in subsection (b) of this rule, notice of any application for compensation must be sent to all creditors under Federal Rule of Bankruptcy Procedure 2002(a)(6) and such notice must state that any responses are due within 21 days of the filing of the application. If no response to the application is filed, the court may enter an order without further notice or a hearing.

~~(a)(b) (a) CHAPTER 7 CASES. In a chapter 7 case, an application for compensation filed in accordance with Federal Rule of Bankruptcy Procedure 2016(a) will~~ A professional person seeking compensation in a chapter 7 case shall file an application complying with paragraph (c) of this rule and serve copies on the trustee and the United States Trustee. The application shall be reviewed as part of the trustee's interim or final report and account. Therefore, the trustee's interim or final report satisfies the notice requirements of Federal Rule of Bankruptcy Procedure 2002(a)(6) and the applicant need not comply with subsection (a) of this rule.

~~(b)(c) (b) CHAPTER 11, 12 AND 13 CASES. Except as provided in paragraph (d) of this rule, a request for an order allowing or authorizing payment of compensation of a professional person in a chapter 11, 12 or 13 case shall be made by motion, but no memorandum of facts and law is required. The application shall comply with paragraph (c) of this rule. The applicant shall give at least 21 days notice of the hearing on the application to the parties required by~~



~~Federal Rule of Bankruptcy Procedure 2002(a)(6) and Local Rule 9013-3.~~ In addition to the requirements in subsection (a) above, in a chapter 13 case, any application for compensation by a debtor's attorney must comply with the guidance maintained by the clerk.

~~(c) CONTENTS OF APPLICATIONS. Except as provided in paragraph (d) of this rule, an application for compensation of a professional person shall~~

~~(1) Include a copy of the order, if any, approving the applicant's employment or, if the applicant is a trustee or an examiner in a chapter 11 case, a copy of the applicant's appointment by the United States Trustee;~~

~~(2) State the date and amount of any retainer paid to the applicant and its source;~~

~~(3) State the dates and amounts of all previous applications and their dispositions, including amounts allowed and paid;~~

~~(4) State the date that a plan, if any, was confirmed;~~

~~(5) Itemize all unpaid administrative expenses known to the applicant or the applicant's client;~~

~~(6) State in narrative form the services performed, the amount of time involved, the results achieved and the amount requested for fees and reimbursement of expenses;~~

~~(7) Include an itemization of time separated by task or proceeding stating for each task or proceeding:~~

~~(i) A description of the task or proceeding;~~

~~(ii) A detailed list and description of each increment of time expended on the task or proceeding; and~~

~~(iii) The name and capacity of the person who expended the time;~~

~~(8) State the hourly rate being charged for each person whose time is included in the application; and~~

~~(9) Provide a detailed itemization of all expenses, including unit costs where applicable.~~

~~(d) DEBTORS' ATTORNEYS IN CHAPTER 13 CASES:~~

~~(1) Preconfirmation Services:~~

~~(i) A debtor's attorney in a chapter 13 case may request an order allowing or authorizing payment of compensation by simplified application, and the court may issue the requested order without a hearing, provided that the amount of compensation does not exceed \$3,000<sup>1</sup> for cases below the applicable median family income and \$3,500<sup>2</sup> for cases at or above the applicable median family income, as determined on Official Form 122C-1. The simplified application need not comply with Federal Rule of Bankruptcy Procedure 2016 or paragraph (c) of this rule and shall conform substantially to Local Form 2016-1.~~

~~(ii) A debtor's attorney in a chapter 13 case who represents the debtor in a motion to value claim brought pursuant to Local Rule 3012-1 may request an order allowing or authorizing payment of compensation by simplified application, and the court may issue the requested order without a hearing, provided that the amount of compensation does not exceed \$4,000 for that motion. The simplified application need not comply with F.R.Bankr. P. 2016 or paragraph (c) of this rule and shall conform substantially to Local Form 2016-1.~~

~~(2) Postconfirmation Services. In a chapter 13 case, an attorney who represents a debtor after confirmation of a plan in resolving motions for relief from stay and motions for dismissal, filing motions for sale of real estate and motions objecting to claims, preparing, assisting the debtor in preparing and submitting required disclosures under 11 U.S.C. § 521(f)(4), or assisting the debtor in responding to requests for information made in connection with an audit conducted pursuant to 28 U.S.C. § 586(f) may request an order awarding compensation and/or reimbursement of expenses by simplified application, and the court may issue the requested order without a hearing, if the amount of the requested compensation does not exceed \$500.<sup>3</sup> per application. An attorney who represents a debtor after confirmation of a plan in serving and filing a modified plan may likewise request an order awarding compensation and/or reimbursement of expenses by simplified application if the amount of the requested compensation does not exceed \$750.<sup>4</sup> per application. The simplified application need not comply with F.R.Bankr.P. 2016 or paragraph (c) of this rule and shall conform substantially to Local Form 2016-1. No more than five applications may be filed under this subdivision in a case, except that applications for services rendered pursuant to 11 U.S.C. § 521(f) will not be counted toward this limit. Any order made under this rule is subject to review at any time.~~

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<sup>1</sup> This amount applies only to cases filed on and after May 1, 2015. For cases filed before May 1, 2015, this amount is \$2,500.

<sup>2</sup> This amount applies only to cases filed on and after May 1, 2015. For cases filed before May 1, 2015, this amount is \$3,000.

<sup>3</sup> This amount applies only to cases filed on and after May 1, 2015. For cases filed before May 1, 2015, this amount is \$300.

<sup>4</sup> This amount applies only to cases filed on and after May 1, 2015. For cases filed before May 1, 2015, this amount is \$500.

~~(3) Notwithstanding F.R. Bankr. P. 2002(a)(6), notice of applications filed in compliance with this subdivision (d) need not be given.~~

~~(e)(d)~~ (e) ~~COMPENSATION OF~~ BANKRUPTCY PETITION PREPARERS.

~~(1)~~ A bankruptcy petition preparer must complete, sign, and cause to be filed with the petition the bankruptcy petition preparer's notice, declaration, and signature (Official Form 119) and disclosure of compensation of bankruptcy petition preparer (Director's Form 2800).

~~(2)~~ A bankruptcy petition preparer's compensation in a c~~C~~chapter 7 or ~~Chapter~~ 13 case is generally limited to \$~~90~~200.00, ~~unless additional compensation is authorized under paragraph (3) of this rule.~~

~~(3)~~ Any bankruptcy petition preparer paid more than \$~~90~~200.00 in any ~~individual chapter 7 or 13~~ case must file an motion application for ~~an order authorizing such fee~~ compensation in accordance with Federal Rule of Bankruptcy Procedure 2016(a) and subsections (a) and (b) of this rule. ~~No memorandum of facts and law is required. The motion must comply with paragraph (c) of this rule and shall be filed not later than 21 days before the hearing date.~~

~~(4) Any bankruptcy petition preparer paid more than \$90 without court approval, or who fails to comply with any requirements of the Bankruptcy Code or national or local rules, including but not limited to 11 U.S.C. § 110 and paragraph (c) of this rule, is subject to sanctions, including disgorgement of compensation, under 11 U.S.C. § 110.~~

~~(5) The Clerk must provide a copy of this paragraph (e) to each pro se debtor within ten days after the filing of such debtor's petition.~~

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; April 3, 2007; February 22, 2008; December 1, 2009; May 1, 2015; December 1, 2015; June 1, 2016; March 1, 2017; October 1, 2019; September 3, 2025.]

#### 2025 Advisory Committee Notes

Local Rule 2016-1 was significantly revised to ensure consistency with the Federal Rules of Bankruptcy Procedure.

The language of former subsection (a) now appears in new subsection (b) with few modifications. New subsection (a) makes clear that 21 days' notice of the application must be given in accordance with Fed. R. Bankr. P. 2002(a)(6). If no response to the application is received, the court may grant the application without further notice or a hearing.

Any reference to a motion, which was found in former subsection (b), was removed. New subsection (b) contains much of the same language as former subsection (a) and specifically addresses chapter 7 cases. The procedure for filing and reviewing an application for compensation in a chapter 7 case is remaining the same.

The language of former subsection (c) was removed to ensure consistency with Fed. R. Bankr. P. 2016(a). Many of the requirements in former subsection (c) could be traced to the language in the federal rule. Other requirements,

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such as including a copy of the order approving the applicant's employment, stating the date that a plan was confirmed, and itemizing all unpaid administrative expenses, were deemed unnecessary. To comply with Fed. R. Bankr. P. 2016(a), specifically the requirement to describe the services rendered, the time expended, and expenses incurred, an applicant should generally attach its bills or timesheets, as applicable, to its application for compensation. New subsection (c) addresses chapter 13 cases only. When the debtor's attorney is filing an application for compensation, such application must comply with the guidance maintained by the clerk and available on the court's website at [www.mnb.uscourts.gov](http://www.mnb.uscourts.gov). The guidance addresses the presumptively reasonable fee amounts and describes the types of services that are included in such amounts. Local Form 2016-1 was revised to conform to the guidance and to include certain formatting changes.

Former subsection (e) is now subsection (d) and was revised to avoid duplication with 11 U.S.C. § 110 and to reflect the clerk's current practice in this district. For example, former subsection (e)(4) was removed as 11 U.S.C. § 110 has sanction provisions. In addition, the provision in former subsection (e)(5) about the clerk providing notice of that section was removed as that procedure does not reflect current practice. The amount permitted to be charged for preparation of a chapter 7 or 13 debtor's schedules and statements increased from \$90.00 to \$200.00. The amount is set by local rule, as the Supreme Court and the Judicial Conference of the United States have not set a maximum allowable fee under 11 U.S.C. § 110(h)(1). Finally, any reference to a motion was removed and replaced with a reference to an application. Because various subsections were removed, former subsection (e) was condensed to one paragraph without further subsections.

### Rule 2016-2. Disclosure of Compensation in Adversary Proceeding

Any attorney representing a debtor in connection with an adversary proceeding, regardless of whether the attorney applies for compensation, ~~must~~<sup>shall</sup> file a disclosure of compensation within ~~14~~<sup>5</sup> days after the attorney receives payment or enters into an agreement to represent the debtor in connection with the adversary proceeding, unless such attorney has previously filed a disclosure of compensation that discloses such payment or agreement. ~~The disclosure shall~~  
~~must~~ ~~comply~~ substantially comply with Local Form 2016-2.

[Effective June 1, 2021. Amended effective September 3, 2025.]

#### 2025 Advisory Committee Notes

Local Rule 2016-2 was restyled. The time to file the disclosure of compensation was changed to reflect a seven-day increment. No other substantive changes were intended. Local Form 2016-2 was also restyled; no substantive changes were intended.

### Rule 2019-1. Disclosures by Groups, Committees, and Other Entities ~~Fed. R. Bankr. Pro. 2019~~ ~~Statements~~

- (a) ~~IN CONNECTION WITH APPEARANCE~~TIMING. ~~An entity required to file a verified or supplemental statement under Federal Rule of Bankruptcy Procedure 2019 and who intends to take a position before the court shall file such verified or supplemental statement. If the~~

~~entity group, committee, or other entity~~ required to file ~~the a~~ verified ~~or supplemental~~ statement ~~under Federal Rule of Bankruptcy Procedure 2019~~ is ~~moving the court for requesting~~ relief, ~~whether in a motion or in a response, such the~~ verified ~~or supplemental~~ statement ~~must~~ shall be filed ~~no later than the filing of such entity's moving documents in accordance with Local Rule 9006-1(b)~~ with the request for relief. If the group, committee, or other entity required to file a verified statement intends to solicit votes regarding confirmation of a plan, the verified statement must be filed within seven days of the filing of the plan. ~~If the entity is filing responsive documents or wishes to be heard at the hearing, if any, on moving documents, the entity shall file the verified or supplemental statement no later than the time for filing of responsive documents under Local Rule 9006-1(c), unless expedited relief is sought. In the case of expedited relief, the verified or supplemental statement shall be filed no later than the start of the hearing.~~

- (b) ~~IN CONNECTION WITH BALLOT SOLICITATION~~ NOTICE. Notice of any verified statement filed under this rule must be given to the debtor, the attorney for the debtor, and the trustee or examiner. The verified statement must also be sent to the United States trustee. An entity required to file a verified or supplemental statement under Federal Rule of Bankruptcy Procedure 2019 and who intends to solicit votes regarding confirmation of a plan shall file the verified or supplemental statement no later than the date of the entry of the order approving the disclosure statement. Such verified or supplemental statement shall be filed in accordance with Local Rule 9013-3(a).

[Effective December 1, 2011. Amended effective May 1, 2014; October 1, 2019; September 3, 2025.]

#### 2025 Advisory Committee Notes

Local Rule 2019-1 was restyled and amended to avoid duplication with Fed. R. Bankr. P. 2019. The first sentence of former subsection (a) was removed, as the requirement to file the verified or supplemental statement is already found in Fed. R. Bankr. P. 2019(b) and (d). Subsection (a) was amended to just address timing. The time for filing the verified statement if the entity intends to solicit votes on confirmation of a plan was changed from “no later than the date of the entry of the order approving the disclosure statement” in former subsection (b) to “within seven days of the filing of the plan” in amended subsection (a). This change was made because many cases do not have orders approving disclosure statements. Subsection (b) was amended to only address notice requirements. Entities should refer to Fed. R. Bankr. P. 2019(d) for when a supplemental statement may be required. Failure to comply with this rule may result in sanctions. See Fed. R. Bankr. P. 2019(e).

#### **Rule 2020-1. ~~United States Trustee~~ [ABROGATED]**

~~(a) SERVICE. Proofs of claim, and pleadings filed in adversary proceedings arising under §523 of the Code, shall not be served on the United States Trustee.~~

~~(b) REPORTS; INFORMATION. The trustee and the debtor shall comply with all reasonable requirements promulgated by the United States Trustee with respect to filing reports and~~

## 2000 SERIES AMENDMENTS, EFFECTIVE SEPTEMBER 3, 2025 – REDLINE VERSION

~~furnishing information and the debtor shall cooperate with the trustee and the United States Trustee in furnishing information reasonably required for the proper administration of the estate. Such reports and information shall not be filed with the clerk.~~

[Effective April 15, 1997. Amended effective October 1, 2019. [Abrogated effective September 3, 2025.](#)]

### [2025 Advisory Committee Notes](#)

[Local Rule 2020-1 was abrogated as unnecessary. Parties should refer to the Federal Rules of Bankruptcy Procedure to determine whether the United States trustee must be served in any given instance. In addition, there are several provisions in the Bankruptcy Code and the Federal Rules of Bankruptcy Procedure requiring debtors to cooperate with the United States trustee. See, e.g., 11 U.S.C. § 521; Fed. R. Bankr. P. 4002.](#)

## 2000 SERIES AMENDMENTS, EFFECTIVE SEPTEMBER 3, 2025 – FINAL VERSION

### Rule 2002-1. Notices

- (a) ENTITY RESPONSIBLE FOR NOTICE. Unless the court orders otherwise, notice required by Federal Rule of Bankruptcy Procedure 2002 must be given by the entity specified in the chart available on the court's website, as may be modified by the clerk.
- (b) DEBTOR'S ADDITIONAL NOTICE RESPONSIBILITIES. After the clerk sends the meeting of creditors notice, the debtor is responsible for sending such notice, and filing proof that such notice was sent, to:
  - (1) Any creditor subsequently added to the matrix referred to in Local Rule 1007-2; and
  - (2) All equity security holders on any subsequently filed list under Federal Rule of Bankruptcy Procedure 1007(a)(3).
- (c) REQUEST FOR LIMITED NOTICE. A request that notice be limited to the entities identified in Federal Rules of Bankruptcy Procedure 2002(h) or (i) must be made by motion.

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; May 1, 2014; May 1, 2019; October 1, 2019; June 1, 2021; September 3, 2025.]

### 2025 Advisory Committee Notes

Former Local Rules 2002-1 and 2002-4 were combined into one rule and significantly rewritten to ensure conformity with the Federal Rules of Bankruptcy Procedure.

Current subsection (a) replaces former Local Rule 2002-4(a)–(c). The chart maintained by the clerk specifies who gives notice of any given item listed in Fed. R. Bankr. P. 2002.

Current subsection (b) replaces former Local Rules 2002-1(d)(i) and 2002-4(d). The phrase “meeting of creditors notice” refers to Official Forms 309A, et seq. Those official forms give several notices required by Fed. R. Bankr. P. 2002, including, but not limited to: (1) the meeting of creditors under 11 U.S.C. § 341; (2) the order for relief; (3) the time fixed for filing proofs of claims; and (4) the time fixed for filing a complaint objecting to the debtor's discharge. Local Form 2002-4(d) is abrogated; a debtor should use Official Form 309E1, E2, F1, or F2 as filed by the clerk. Please refer to Fed. R. Bankr. P. 9036 for information about notice by electronic means. Local Rule 9036-1(a) also requires that proof of notice be electronically filed whenever notice is given to a party that is not a Filing User. Former Local Rules 2002-1(b)(1) and (2) were removed as no longer necessary. See Fed. R. Bankr. P. 2002(d) (governing notice to equity security holders).

Current subsection (c) replaces part of former Local Rule 2002-1(a) and adds a reference to Fed. R. Bankr. P. 2002(i), which is another provision allowing for limited notice.

Former Local Rule 2002-1(c) was removed to ensure conformity with Fed. R. Bankr. P. 1007(a)(1) and Local Rule 1007-2, which require the debtor to file with the petition a list containing the name and address of each creditor. Former Local Rule 2002-1(d)(ii) was removed as no longer necessary. The clerk maintains instructions on the court's website at [www.mnb.uscourts.gov](http://www.mnb.uscourts.gov) for how to update the name or address of a creditor on the matrix. Former Local Rule 2002-4(e) was removed as no longer applicable. Former Local Rule 2002-4(f) was removed to ensure conformity with Fed. R. Bankr. P. 2002, which generally states the court may direct another entity to give notice.

## **2000 SERIES AMENDMENTS, EFFECTIVE SEPTEMBER 3, 2025 – FINAL VERSION**

### **Rule 2002-4. [ABROGATED]**

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; May 1, 2014; December 1, 2015; October 1, 2019. Abrogated effective September 3, 2025.]

#### **2025 Advisory Committee Notes**

Please refer to the 2025 Advisory Committee Notes for amended Local Rule 2002-1.

### **Rule 2002-5. [ABROGATED]**

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; February 22, 2012; May 1, 2014; October 1, 2019; June 1, 2021. Abrogated effective September 3, 2025.]

#### **2025 Advisory Committee Notes**

Former Local Rule 2002-5 was abrogated, along with Local Form 2002-5. The clerk will maintain instructions for how attorneys should file a request for notice, notice of appearance, and withdrawal of notice and notice of appearance on the court's website at [www.mnb.uscourts.gov](http://www.mnb.uscourts.gov). Under Fed. R. Bank. P. 9010(b), an "attorney appearing for a party in a case must file a notice of appearance . . . ." Accordingly, under Local Rule 9010-1(a), an attorney filing a notice of appearance to appear for a party must be admitted to the court's bar. Former Local Rule 2002-5(b)(2) was abrogated to ensure consistency with that requirement.

### **Rule 2003-1. Meeting of Creditors**

- (a) **FIRST DATE OF MEETING.** If the meeting of creditors is rescheduled because the trustee recuses themselves or rejects their appointment, the date to which the meeting is rescheduled will be deemed the first date set for such meeting.
- (b) **MEETING CONCLUSION.** The meeting of creditors will be deemed concluded on the first date set for such meeting, unless the trustee files a statement indicating the meeting is not concluded and specifying the date and time to which the meeting is continued. The statement must be filed within seven days after the meeting. The trustee may file more than one statement under this rule.
- (c) **NOTICE.** The trustee must provide notice of any statement filed under this rule to the debtor, the attorney for the debtor, and the United States trustee.

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; December 1, 2009; December 2012; September 3, 2025.]

#### **2025 Advisory Committee Notes**



## 2000 SERIES AMENDMENTS, EFFECTIVE SEPTEMBER 3, 2025 – FINAL VERSION

Local Rule 2003-1 was amended to provide greater clarity as to the timing of the meeting of creditors. Subsection (a) was added to clarify the first date set for the meeting of creditors if the trustee recuses himself or rejects their appointment. There are several deadlines in the rules that are set based on the first date set for the meeting of creditors. *See, e.g.*, Fed. R. Bankr. P. 4003(b)(1) (providing that a party in interest may file an objection to claimed exemptions within 30 days after the meeting of creditors concludes). *But see* Fed. R. Bankr. P. 1019(b) (providing new timelines, including under Fed. R. Bankr. P. 4003(b), when a case is converted to chapter 7). Note that Fed. R. Bankr. P. 2003(e) uses the words “adjourn” and “adjournment” to refer to a meeting’s continuance.

Subsection (b) addresses the conclusion of the meeting and largely contains the substance of former Local Rule 2003-1, with a few exceptions. The 28-day timeline for reconvening was removed as unnecessary. However, a seven-day deadline was added for filing a statement under subsection (b) to ensure timely notice of rescheduling the non-concluded meeting. Note that trustees must also adhere to the requirements of Fed. R. Bankr. P. 2003(e), which requires the trustee to announce at the meeting that the meeting is not concluded and provide the date and time to which it is continued. The statement required under subsection (b) ensures that the information shared at the meeting of creditors is also made available on the case docket. Lastly, the notice provisions were moved to new subsection (c). The list of entities required to receive notice was reduced as Fed. R. Bankr. P. 2003(e) and the 2011 Advisory Committee Notes thereto make clear that filing the statement is generally sufficient for purposes of notice.

### Rule 2014-1. Employing Professionals

(a) APPLICATION. An application filed under Federal Rule of Bankruptcy Procedure 2014(a) must comply with Local Rules 9013-3(a) and (c), except that:

(1) A verification is required; and

(2) Notice of the application must also be given to any committee elected under 11 U.S.C. § 705 or appointed under 11 U.S.C. § 1102, or its authorized agent.

(b) UNITED STATES TRUSTEE REPORT. Within seven days after receipt of the application, the United States trustee must file a report indicating whether the United States trustee supports or opposes the proposed employment. If the United States trustee opposes the proposed employment, the applicant must schedule a hearing on the application and give notice of the hearing to the entities listed in subsection (a)(2) of this rule and Local Rule 9013-3(c).

(c) EFFECTIVE DATE OF EMPLOYMENT. An order approving the employment of a professional under this rule is effective as of the date the application was filed.

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; December 1, 2009; May 1, 2019; October 1, 2019; January 1, 2021; September 3, 2025.]

### 2025 Advisory Committee Notes

## **2000 SERIES AMENDMENTS, EFFECTIVE SEPTEMBER 3, 2025 – FINAL VERSION**

Local Rule 2014-1 was restyled and amended to avoid unnecessary duplication and inconsistency with Fed. R. Bankr. P. 2014. Subsection (a) was amended to reference Local Rule 9013-3(a) and (c), with a few additional requirements. The required verification referenced in Local Rule 2014-1(a)(1) must include the verified statement requirements listed in Fed. R. Bankr. P. 2014(a). Subsection (b) was restyled. References to amended subsection (a) of this rule and Local Rule 9013-3(c) were added; no substantive changes were intended. Amended subsection (c) includes restyled language found in former subsection (b). The language in former subsection (c) was removed as to ensure consistency with Fed. R. Bankr. P. 2014. If the employment of a professional person is not authorized under 11 U.S.C. §§ 327, 1103, or 1114, a motion for such employment is required.

### **Rule 2015-1. [ABROGATED]**

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; October 1, 2019. Abrogated effective September 3, 2025.]

#### **2025 Advisory Committee Notes**

Former Local Rule 2015-1 was abrogated as unnecessary. The duty to make reports is governed by Fed. R. Bankr. P. 2015. Moreover, if the trustee in a chapter 12 or 13 case wishes to be heard regarding any request for relief, the trustee may file a response.

### **Rule 2015.1-1. Patient-Care Ombudsman's Report**

When making a report under 11 U.S.C. § 333(b)(2) and Federal Rule of Bankruptcy Procedure 2015.1(a), a patient-care ombudsman must also give notice of the report to each entity that issues licenses to or regulates the debtor or the debtor's principal.

[Effective December 1, 2014. Amended effective October 1, 2019; September 3, 2025.]

#### **2025 Advisory Committee Notes**

Local Rule 2015.1-1 was restyled. A reference to 11 U.S.C. § 333(b)(2) was added; no substantive changes were intended. For other health care business rules, *see* Local Rules 1007-2(b) and 9013-2(b)(3).

### **Rule 2016-1. Compensation of Professional Persons**

(a) NOTICE. Except as provided in subsection (b) of this rule, notice of any application for compensation must be sent to all creditors under Federal Rule of Bankruptcy Procedure 2002(a)(6) and such notice must state that any responses are due within 21 days of the filing of the application. If no response to the application is filed, the court may enter an order without further notice or a hearing.

## 2000 SERIES AMENDMENTS, EFFECTIVE SEPTEMBER 3, 2025 – FINAL VERSION

- (b) CHAPTER 7 CASES. In a chapter 7 case, an application for compensation filed in accordance with Federal Rule of Bankruptcy Procedure 2016(a) will be reviewed as part of the trustee's interim or final report. Therefore, the trustee's interim or final report satisfies the notice requirements of Federal Rule of Bankruptcy Procedure 2002(a)(6) and the applicant need not comply with subsection (a) of this rule.
- (c) CHAPTER 13 CASES. In addition to the requirements in subsection (a) above, in a chapter 13 case, any application for compensation by a debtor's attorney must comply with the guidance maintained by the clerk.
- (d) BANKRUPTCY PETITION PREPARERS. A bankruptcy petition preparer must complete, sign, and cause to be filed with the petition the bankruptcy petition preparer's notice, declaration, and signature (Official Form 119) and disclosure of compensation of bankruptcy petition preparer (Director's Form 2800). A bankruptcy petition preparer's compensation in a chapter 7 or 13 case is generally limited to \$200.00. Any bankruptcy petition preparer paid more than \$200.00 in any chapter 7 or 13 case must file an application for compensation in accordance with Federal Rule of Bankruptcy Procedure 2016(a) and subsections (a) and (b) of this rule.

[Effective April 15, 1997. Amended effective January 1, 2002; January 9, 2006; April 3, 2007; February 22, 2008; December 1, 2009; May 1, 2015; December 1, 2015; June 1, 2016; March 1, 2017; October 1, 2019; September 3, 2025.]

### 2025 Advisory Committee Notes

Local Rule 2016-1 was significantly revised to ensure consistency with the Federal Rules of Bankruptcy Procedure.

The language of former subsection (a) now appears in new subsection (b) with few modifications. New subsection (a) makes clear that 21 days' notice of the application must be given in accordance with Fed. R. Bankr. P. 2002(a)(6). If no response to the application is received, the court may grant the application without further notice or a hearing.

Any reference to a motion, which was found in former subsection (b), was removed. New subsection (b) contains much of the same language as former subsection (a) and specifically addresses chapter 7 cases. The procedure for filing and reviewing an application for compensation in a chapter 7 case is remaining the same.

The language of former subsection (c) was removed to ensure consistency with Fed. R. Bankr. P. 2016(a). Many of the requirements in former subsection (c) could be traced to the language in the federal rule. Other requirements, such as including a copy of the order approving the applicant's employment, stating the date that a plan was confirmed, and itemizing all unpaid administrative expenses, were deemed unnecessary. To comply with Fed. R. Bankr. P. 2016(a), specifically the requirement to describe the services rendered, the time expended, and expenses incurred, an applicant should generally attach its bills or timesheets, as applicable, to its application for compensation. New subsection (c) addresses chapter 13 cases only. When the debtor's attorney is filing an application for compensation, such application must comply with the guidance maintained by the clerk and available on the court's website at [www.mnb.uscourts.gov](http://www.mnb.uscourts.gov). The guidance addresses the presumptively reasonable fee amounts and describes the types of services that are included in such amounts. Local Form 2016-1 was revised to conform to the guidance and to include certain formatting changes.

Former subsection (e) is now subsection (d) and was revised to avoid duplication with 11 U.S.C. § 110 and to reflect the clerk's current practice in this district. For example, former subsection (e)(4) was removed as 11 U.S.C. § 110 has

## **2000 SERIES AMENDMENTS, EFFECTIVE SEPTEMBER 3, 2025 – FINAL VERSION**

sanction provisions. In addition, the provision in former subsection (e)(5) about the clerk providing notice of that section was removed as that procedure does not reflect current practice. The amount permitted to be charged for preparation of a chapter 7 or 13 debtor's schedules and statements increased from \$90.00 to \$200.00. The amount is set by local rule, as the Supreme Court and the Judicial Conference of the United States have not set a maximum allowable fee under 11 U.S.C. § 110(h)(1). Finally, any reference to a motion was removed and replaced with a reference to an application. Because various subsections were removed, former subsection (e) was condensed to one paragraph without further subsections.

### **Rule 2016-2. Disclosure of Compensation in Adversary Proceeding**

Any attorney representing a debtor in connection with an adversary proceeding, regardless of whether the attorney applies for compensation, must file a disclosure of compensation within 14 days after the attorney receives payment or enters into an agreement to represent the debtor in connection with the adversary proceeding, unless such attorney has previously filed a disclosure of compensation that discloses such payment or agreement. The disclosure must substantially comply with Local Form 2016-2.

[Effective June 1, 2021. Amended effective September 3, 2025.]

#### **2025 Advisory Committee Notes**

Local Rule 2016-2 was restyled. The time to file the disclosure of compensation was changed to reflect a seven-day increment. No other substantive changes were intended. Local Form 2016-2 was also restyled; no substantive changes were intended.

### **Rule 2019-1. Disclosures by Groups, Committees, and Other Entities**

- (a) **TIMING.** If the group, committee, or other entity required to file a verified statement under Federal Rule of Bankruptcy Procedure 2019 is requesting relief, whether in a motion or in a response, the verified statement must be filed with the request for relief. If the group, committee, or other entity required to file a verified statement intends to solicit votes regarding confirmation of a plan, the verified statement must be filed within seven days of the filing of the plan.
- (b) **NOTICE.** Notice of any verified statement filed under this rule must be given to the debtor, the attorney for the debtor, and the trustee or examiner. The verified statement must also be sent to the United States trustee.

[Effective December 1, 2011. Amended effective May 1, 2014; October 1, 2019; September 3, 2025.]

#### **2025 Advisory Committee Notes**

## **2000 SERIES AMENDMENTS, EFFECTIVE SEPTEMBER 3, 2025 – FINAL VERSION**

Local Rule 2019-1 was restyled and amended to avoid duplication with Fed. R. Bankr. P. 2019. The first sentence of former subsection (a) was removed, as the requirement to file the verified or supplemental statement is already found in Fed. R. Bankr. P. 2019(b) and (d). Subsection (a) was amended to just address timing. The time for filing the verified statement if the entity intends to solicit votes on confirmation of a plan was changed from “no later than the date of the entry of the order approving the disclosure statement” in former subsection (b) to “within seven days of the filing of the plan” in amended subsection (a). This change was made because many cases do not have orders approving disclosure statements. Subsection (b) was amended to only address notice requirements. Entities should refer to Fed. R. Bankr. P. 2019(d) for when a supplemental statement may be required. Failure to comply with this rule may result in sanctions. *See* Fed. R. Bankr. P. 2019(e).

### **Rule 2020-1. [ABROGATED]**

[Effective April 15, 1997. Amended effective October 1, 2019. Abrogated effective September 3, 2025.]

#### **2025 Advisory Committee Notes**

Local Rule 2020-1 was abrogated as unnecessary. Parties should refer to the Federal Rules of Bankruptcy Procedure to determine whether the United States trustee must be served in any given instance. In addition, there are several provisions in the Bankruptcy Code and the Federal Rules of Bankruptcy Procedure requiring debtors to cooperate with the United States trustee. *See, e.g.*, 11 U.S.C. § 521; Fed. R. Bankr. P. 4002.

## Federal Rule of Bankruptcy Procedure 2002: Who Gives Notice?\*

| 2002   | Subsection Text   | Who Gives Notice?   |
|--------|---|---|
| (a)(1) | the meeting of creditors under § 341 or § 1104(b)   | Clerk<br><br><i>But see</i> Local Rule 2002-1(b).   |
| (a)(2) | a proposal to use, sell, or lease property of the estate other than in the ordinary course of business  | Movant<br><br><i>See also</i> Fed. R. Bankr. P. 2002(c)(1).   |
| (a)(3) | a hearing to approve a compromise or settlement other than an agreement under Rule 4001(d)  | Movant  |
| (a)(4) | a hearing on a motion to dismiss a chapter 7, 11, or 12 case or convert it to another chapter—unless the hearing is under § 707(a)(3) or § 707(b) or is on a motion to dismiss the case for failure to pay the filing fee | If movant is the United States trustee, then clerk; otherwise, movant.  |
| (a)(5) | the time to accept or reject a proposed modification to a plan  | Movant  |
| (a)(6) | a hearing on a request for compensation or for reimbursement of expenses, if the request exceeds \$1,000  | Applicant<br><br><i>See also</i> Fed. R. Bankr. P. 2002(c)(2).  |
| (a)(7) | the time to file a proof of claim under Rule 3003(c)  | Clerk<br><br><i>But see</i> Local Rule 2002-1(b).   |
| (a)(8) | the time to file an objection to—and the time of the hearing to consider whether to confirm—a chapter 12 plan   | If initial plan, first confirmation date, and plan filed before § 341 notice is docketed, then clerk; otherwise, movant.<br><br><i>See</i> Fed. R. Bankr. P. 3015(d); Local Rules |

\* Always refer directly to the Federal Rules of Bankruptcy Procedure. The text of the current Federal Rules of Bankruptcy Procedure supersedes any conflicting text in this chart. Please note that all references to statutes in the chart are from Title 11 of the United States Code.

| 2002   | Subsection Text  | Who Gives Notice?  |
|--------|--|--|
|        |  | 2002-1(b) and 3015-1(b).   |
| (a)(9) | the time to object to confirming a chapter 13 plan   | <p>If initial plan, first confirmation date, and plan filed before § 341 notice is docketed, then clerk; otherwise, movant.</p> <p>See Fed. R. Bankr. P. 3015(d); Local Rules 2002-1(b) and 3015-1(b).</p> |
| (b)(1) | the time to file an objection and the time of the hearing to: (A) consider approving a disclosure statement; or (B) determine under § 1125(f) whether a plan includes adequate information to make a separate disclosure statement unnecessary | Clerk  |
| (b)(2) | the time to file an objection to—and the time of the hearing to consider whether to confirm—a chapter 9 or 11 plan   | <p>Movant (The court enters a scheduling order and directs the movant to give notice of such order.)</p> <p>See <i>also</i> Fed. R. Bankr. P. 2002(c)(3).</p>  |
| (b)(3) | the time of the hearing to consider whether to confirm a chapter 13 plan   | <p>If initial plan, first confirmation date, and plan filed before § 341 notice is docketed, then clerk; otherwise, movant.</p> <p>See Fed. R. Bankr. P. 3015(d); Local Rules 2002-1(b) and 3015-1(b).</p> |
| (d)(1) | the order for relief**   | Clerk  |

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\*\* Only applicable to chapter 11 cases and equity security holders.

| 2002      | Subsection Text  | Who Gives Notice?   |
|-----------|--|---|
|           |  | <i>But see</i> Local Rule 2002-1(b).  |
| (d)(2)    | a meeting of equity security holders under § 341**   | Clerk   |
| (d)(3)    | a hearing on a proposed sale of all, or substantially all, the debtor's assets**                                     | Movant  |
| (d)(4)    | a hearing on a motion to dismiss a case or convert it to another chapter**   | If movant is the United States trustee, then clerk; otherwise, movant.                              |
| (d)(5)    | the time to file an objection to—and the time of the hearing to consider whether to approve—a disclosure statement** | Clerk   |
| (d)(6)    | the time to file an objection to—and the time of the hearing to consider whether to confirm—a chapter 11 plan**      | Movant (The court enters a scheduling order and directs the movant to give notice of such order.)   |
| (d)(7)    | the time to accept or reject a proposal to modify a plan**   | Movant  |
| (f)(1)(A) | the order for relief   | Clerk<br><br><i>But see</i> Local Rule 2002-1(b).<br><br><i>See also</i> Fed. R. Bankr. P. 2002(n). |
| (f)(1)(B) | a case's dismissal or conversion to another chapter  | Clerk   |
| (f)(1)(C) | a suspension of proceedings under § 305  | Clerk   |
| (f)(1)(D) | the time to file a proof of claim under Rule 3002  | Clerk<br><br><i>But see</i> Local Rule 2002-1(b).   |
| (f)(1)(E) | the time to file a complaint to object to the debtor's discharge under § 727, as Rule 4004 provides                  | Clerk<br><br><i>But see</i> Local Rule 2002-1(b).   |



| 2002      | Subsection Text   | Who Gives Notice?                                 |
|-----------|---|---|
| (f)(1)(F) | the time to file a complaint to determine whether a debt is dischargeable under § 523, as Rule 4007 provides  | Clerk<br><br><i>But see Local Rule 2002-1(b).</i> |
| (f)(1)(G) | a waiver, denial, or revocation of a discharge, as Rule 4006 provides   | Clerk   |
| (f)(1)(H) | entry of an order confirming a plan in a chapter 9, 11, 12, or 13 case  | Clerk   |
| (f)(1)(I) | a summary of the trustee's final report in a chapter 7 case if the net proceeds realized exceed \$1,500       | Trustee   |
| (f)(1)(J) | a notice under Rule 5008 regarding the presumption of abuse   | Clerk<br><br><i>But see Local Rule 2002-1(b).</i> |
| (f)(1)(K) | a statement under § 704(b)(1) about whether the debtor's case would be presumed to be an abuse under § 707(b) | Clerk   |
| (f)(1)(L) | the time to request a delay in granting the discharge under §§ 1141(d)(5)(C), 1228(f), or 1328(h)             | Debtor<br><br><i>See Local Form 4004-1.</i>       |

**ABROGATE AND REMOVE LOCAL FORM 2002-4(d)**

LOCAL FORM 2002-4(d)

**UNITED STATES BANKRUPTCY COURT  
DISTRICT OF MINNESOTA**

In re: \_\_\_\_\_ Case No. \_\_\_\_\_

~~Debtors:~~

**NOTICE TO SHAREHOLDERS OF CHAPTER 11 CASE**

Notice Is Hereby Given That:

~~PETITION. An order for relief under 11 U.S.C. Chapter 11 has been entered on a petition filed on \_\_\_\_\_ by or against the debtor.~~

|                    |                            |
|--------------------|----------------------------|
| <b>Debtor</b>      | <b>Attorney for Debtor</b> |
| Federal Tax ID No: | Attorney:                  |
| State Tax ID No:   | Address:                   |
| Address:           | Phone Number:              |

~~STAY STATUS PLAN. Upon the filing of the petition, certain acts and proceedings against property, the debtor and the estate are stayed. See 11 U.S.C. §362(a). The debtor is the debtor in possession and has certain rights, powers and duties of a trustee. See 11 U.S.C. §1107. The debtor may file a plan. See 11 U.S.C. §1121.~~

~~CREDITORS MEETING. The meeting of creditors pursuant to 11 U.S.C. §341(a) will be held on \_\_\_\_\_, at \_\_\_\_\_ M, in \_\_\_\_\_. The United States Trustee will preside. The debtor shall appear by its president or other executive officer at that time and place with the attorney for the debtor and be examined. Attendance by creditors at the meeting is welcome but not required.~~

~~PROOFS OF INTEREST. Subject to further notice, a proof of interest may not be filed by a shareholder or other equity security holder of the debtor.~~

~~MAILING OF NOTICE. The debtor shall mail copies of this notice to all equity security holders of the debtor and file proof of such service.~~

Dated: \_\_\_\_\_

\_\_\_\_\_  
Clerk of Bankruptcy Court

**ABROGATE AND REMOVE LOCAL FORM 2002-5**

LOCAL FORM 2002-5

**~~UNITED STATES BANKRUPTCY COURT~~  
~~DISTRICT OF MINNESOTA~~**

In re: \_\_\_\_\_ Case No. \_\_\_\_\_

Debtor(s): \_\_\_\_\_

**~~NOTICE OF WITHDRAWAL~~**

~~To: The Clerk of Court and all entities listed in Local Rule \_\_\_\_\_.~~

- ~~1. \_\_\_\_\_ The undersigned filed a request for notice or notice of appearance under Bankruptcy Rule 2002(i) or 9010(b) on \_\_\_\_\_.~~
- ~~2. \_\_\_\_\_ You are hereby notified that such request for notice or notice of appearance is withdrawn.~~

Dated: \_\_\_\_\_ Signed: \_\_\_\_\_

Attorney for: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

License: \_\_\_\_\_

~~of Attorney for party that filed request for  
notice or notice of appearance.~~

# LOCAL FORM 2016-1 AMENDMENTS – REDLINE VERSION

LOCAL FORM 2016-1  
REVISED ~~03-2020~~ XX/2025

## UNITED STATES BANKRUPTCY COURT DISTRICT OF MINNESOTA

In re: \_\_\_\_\_ Case No. XX-XXXXX

~~Debtors.~~

[Debtor(s)], Chapter [X]

Debtor(s).

### APPLICATION FOR COMPENSATION AND REIMBURSEMENT OF EXPENSES BY ATTORNEY FOR DEBTOR(S) IN CHAPTER 13 CASE

~~The undersigned applicant, pursuant to Local Rule 2016-1(d), states that:~~

The undersigned applicant, in accordance with Local Rule 2016-1(c) and the court's guidance, seeks compensation and reimbursement of expenses in the above-referenced chapter 13 case and provides the following information. Any responses to this application are due within 21 days of the filing of the application. If no response to the application is filed, the court may enter an order without further notice or hearing.

1. The applicant is the attorney for the ~~Debtor~~debtor(s).

2. The status of the case is as follows:

☐

A plan was confirmed on \_\_\_\_\_; or

☐

No plan has been confirmed and the case is pending; or

\_\_\_\_\_ The trustee has funds on hand in the amount of \$ \_\_\_\_\_.

3. Applicant seeks allowance of fees and reimbursement of expenses as follows:

Fees:

~~Motion to value~~

\$ \_\_\_\_\_

~~Other pre-confirmation~~Required services ~~Post-confirmation~~ (paragraph II)

\$ \_\_\_\_\_

\$ \_\_\_\_\_

Postconfirmation modified plan (paragraph IV)

Other services (paragraph V)

Expenses:

Filing Fee

\$ \_\_\_\_\_

Copies

\_\_\_\_\_ (#) @ \$-\_\_\_\_\_ = \$ \_\_\_\_\_

## LOCAL FORM 2016-1 AMENDMENTS – REDLINE VERSION

LOCAL FORM 2016-1  
REVISED ~~03-2020~~ XX/2025

Postage \_\_\_\_\_ (#) @ \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Other (Itemize) \_\_\_\_\_ \$ \_\_\_\_\_

Total Expenses: \$ \_\_\_\_\_

Total Fees and Expenses: \$ \_\_\_\_\_

(collectively, "Requested Fees and Expenses.") If the requested expenses include costs in addition to the expenses listed above, an itemization is attached to this application.

4. Applicant agrees to provide a detailed statement of time expended upon request.

4.5. The Requested Fees and Expenses constitute reasonable compensation for actual, necessary services rendered by the Applicant and actual, necessary expenses incurred on behalf of the Debtor(s). The services provided consist of the following:

☐ ~~Pre-confirmation~~ Required services: (paragraph II)

☐ ~~Including a motion value; or~~

Detailed Narrative: [Refer to services in court's guidance.]

☐ Postconfirmation modified plan (paragraph IV) ~~Post-confirmation services consisting of the following:~~

Detailed Narrative: [Refer to services in court's guidance.]

☐ Other services (paragraph V):

☐ Resolving postconfirmation motion(s) for relief from the automatic stay;

☐ Resolving postconfirmation motion(s) ~~for dismissal~~ to dismiss;

☐ Filing motion(s) for sale of real ~~estate~~ property;

☐ Filing motion(s) objecting to claim(s);

~~Preparing, serving and filing modified plan(s)~~

☐ Assisting the debtor(s) in complying with 11 U.S.C. § 521(f)(4); and

☐ Assisting the debtor(s) in responding to requests for information made in connection with an audit conducted pursuant to 28 U.S.C. § 586(f).

5.6. Regarding the Requested Fees and Expenses, the Debtor(s) has/have paid Applicant the sum of \$ \_\_\_\_\_ as of \_\_\_\_\_ [insert date]. The Debtor(s) owe the Applicant the sum of \$ \_\_\_\_\_ for the unpaid balance.

6.7. The Applicant has applied for fees and/or expenses in the case as follows:

Date of  
Application

Amount of  
Application

Date of Order

Amount Allowed

Paid to Date

## LOCAL FORM 2016-1 AMENDMENTS – REDLINE VERSION

LOCAL FORM 2016-1  
REVISED ~~03-2020~~ XX/2025

~~7.8.~~ The applicant has not shared or agreed to share with any other person, other than with members of the applicant's law firm, any compensation paid or to be paid in this case.

Therefore~~Wherefore~~, the applicant requests an order awarding \$~~\_\_\_\_\_~~\_\_\_\_\_, for total compensation and \$~~—~~— for reimbursement of expenses and authorizing the trustee to pay the unpaid balance to applicant as provided in the plan.

Dated: \_\_\_\_\_ /e/ \_\_\_\_\_  
Atty Name: \_\_\_\_\_  
Address \_\_\_\_\_

Phone, Attorney(s) for Debtor(s): \_\_\_\_\_

Dated:

Signed:  
Attorney for debtor(s)  
[insert name, address, email address, telephone  
number, and attorney bar registration number]

**LOCAL FORM 2016-1 AMENDMENTS – REDLINE VERSION**

LOCAL FORM 2016-1  
REVISED ~~03-2020~~ XX/2025

**UNITED STATES BANKRUPTCY COURT  
DISTRICT OF MINNESOTA**

In re:

Case No. XX-XXXXX

[Debtor(s)], Chapter [X]

Debtor(s).

**ORDER**

This case came before the Court on the Application for Compensation and Reimbursement of Expenses by Attorney for Debtor(s) in Chapter 13 Case. ~~Appearances, if any, were noted on the record.~~ Based on the application and the file, record and proceedings herein,

**IT IS ORDERED:**

Applicant is awarded \$       , for total compensation and \$       

for reimbursement of expenses and the trustee is authorized to pay the unpaid balance to the applicant as provided in the plan.

**BY THE COURT:**

Dated: \_\_\_\_\_

~~U.S.~~ United States Bankruptcy Judge

**UNITED STATES BANKRUPTCY COURT  
DISTRICT OF MINNESOTA**

---

In re: Case No. [XX-XXXXX]  
[Debtor(s)], Chapter [X]  
Debtor(s).

---

**APPLICATION FOR COMPENSATION AND REIMBURSEMENT OF EXPENSES BY  
ATTORNEY FOR DEBTOR(S) IN CHAPTER 13 CASE**

---

The undersigned applicant, in accordance with Local Rule 2016-1(c) and the court's guidance, seeks compensation and reimbursement of expenses in the above-referenced chapter 13 case and provides the following information. **Any responses to this application are due within 21 days of the filing of the application. If no response to the application is filed, the court may enter an order without further notice or hearing.**

1. The applicant is the attorney for the debtor(s).
2. The status of the case is as follows:  

☐ A plan was confirmed on \_\_\_\_\_; or  
☐ No plan has been confirmed and the case is pending; or

The trustee has funds on hand in the amount of \$ \_\_\_\_\_.

3. Applicant seeks allowance of fees and reimbursement of expenses as follows:

Fees:

|   |          |
|---|----------|
| Required services (paragraph II)              | \$ _____ |
| Postconfirmation modified plan (paragraph IV) | \$ _____ |
| Other services (paragraph V)                  | \$ _____ |

Expenses:

|                 |                                 |
|-----------------|---------------------------------|
| Filing Fee      | \$ _____                        |
| Copies          | _____ (#) @ \$ _____ = \$ _____ |
| Postage         | _____ (#) @ \$ _____ = \$ _____ |
| Other (Itemize) | \$ _____                        |

Total Expenses: \$ \_\_\_\_\_

Total Fees and Expenses: \$ \_\_\_\_\_



(collectively, "Requested Fees and Expenses." ) If the requested expenses include costs in addition to the expenses listed above, an itemization is attached to this application.

4. Applicant agrees to provide a detailed statement of time expended upon request.
5. The Requested Fees and Expenses constitute reasonable compensation for actual, necessary services rendered by the applicant and actual, necessary expenses incurred on behalf of the debtor(s). The services provided consist of the following:

☐ Required services (paragraph II)

Detailed Narrative: [Refer to services in court's guidance.]

☐ Postconfirmation modified plan (paragraph IV)

Detailed Narrative: [Refer to services in court's guidance.]

☐ Other services (paragraph V):

☐ Resolving postconfirmation motion(s) for relief from the automatic stay;

☐ Resolving postconfirmation motion(s) to dismiss;

☐ Filing motion(s) for sale of real property;

☐ Filing motion(s) objecting to claim(s);

☐ Assisting the debtor(s) in complying with 11 U.S.C. § 521(f)(4); and

☐ Assisting the debtor(s) in responding to requests for information made in connection with an audit conducted pursuant to 28 U.S.C. § 586(f).

6. Regarding the Requested Fees and Expenses, the debtor(s) has/have paid applicant the sum of \$ \_\_\_\_\_ as of [insert date]. The debtor(s) owe the applicant the sum of \$ \_\_\_\_\_ for the unpaid balance.

7. The applicant has applied for fees and/or expenses in the case as follows:

Date of  
Application

Amount of  
Application

Date of Order

Amount Allowed

Paid to Date

8. The applicant has not shared or agreed to share with any other person, other than with members of the applicant's law firm, any compensation paid or to be paid in this case.

Therefore, the applicant requests an order awarding \$\_\_\_\_\_, for total compensation and \$\_\_\_\_\_ for reimbursement of expenses and authorizing the trustee to pay the unpaid balance to applicant as provided in the plan.

Dated:

Signed:

Attorney for debtor(s)

[insert name, address, email address, telephone  
number, and attorney bar registration number]

**UNITED STATES BANKRUPTCY COURT  
DISTRICT OF MINNESOTA**

---

In re:

Case No. [XX-XXXXX]

[Debtor(s)],

Chapter [X]

Debtor(s).

---

**ORDER**

---

This case came before the Court on the Application for Compensation and Reimbursement of Expenses by Attorney for Debtor(s) in Chapter 13 Case. Based on the application and the file, record and proceedings herein,

**IT IS ORDERED:** Applicant is awarded \$ \_\_\_\_\_, for total compensation and \$ \_\_\_\_\_ for reimbursement of expenses and the trustee is authorized to pay the unpaid balance to the applicant as provided in the plan.

**BY THE COURT:**

Dated: \_\_\_\_\_

\_\_\_\_\_  
United States Bankruptcy Judge

# Guidance: Applications for Compensation by Debtors' Attorneys in Chapter 13 Cases

UNITED STATES BANKRUPTCY COURT FOR THE DISTRICT OF MINNESOTA

This guidance was created by the United States Bankruptcy Court for the District of Minnesota to assist with the preparation and review of applications for compensation filed by a debtor's attorney in a chapter 13 case. Under Local Rule 2016-1(c), any application for compensation by a debtor's attorney in a chapter 13 case must comply with this guidance. Please note that this guidance may be updated at the discretion of the court. Attorneys are encouraged to always refer to the most updated version of the guidance.

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### I. Generally (Local Form 2016-1)

Applications for compensation are governed by Federal Rules of Bankruptcy Procedure 2016(a) and 2002(a)(6) and 11 U.S.C. §§ 330, 331, and 503(b)(2). The fees described in paragraphs II, IV, and V below will be presumed to compensate a debtor's attorney in a chapter 13 case for a level of service to the debtor that, at a minimum, must include the services listed immediately below.

A chapter 13 debtor's attorney seeking the presumptively reasonable fees described herein may file an application for compensation that substantially conforms to Local Form 2016-1.

## II. Presumptively Reasonable Fee for Required Services

An attorney who represents a debtor and performs the following services may request an order awarding compensation using Local Form 2016-1 if the amount of the requested compensation, including amounts received prepetition, does not exceed \$4,000.

### A. Prepetition Services

The following prepetition services are included in the presumptively reasonable fee of \$4,000:

- (a) Meeting with the debtor to discuss and analyze the debtor's situation, goals, and objectives and to recommend a solution.
- (b) Counseling the debtor regarding the advisability of filing bankruptcy (as well as nonbankruptcy options) and answering the debtor's questions.
- (c) Explaining the terms of representation, filing fees, and plan payment requirements.
- (d) Performing due diligence tasks such as obtaining the debtor's credit report, checking PACER to confirm whether the debtor has previously filed a bankruptcy case, and verifying ownership of vehicles, real property, and other assets.
- (e) Consulting and communicating with the debtor to gather information and to inform the debtor of his/her responsibilities.
- (f) Timely preparing, revising, and finalizing the debtor's petition, plan, statements, schedules, and other forms and documents necessary for prosecuting the debtor's bankruptcy case.
- (g) Advising the debtor of the requirements to obtain prepetition credit counseling, to maintain appropriate insurance, and to file all income and other tax returns.
- (h) Advising the debtor about the steps necessary to obtain a discharge, including filing a statement regarding domestic support obligations and completing a financial management course.
- (i) Reviewing the completed petition, plan, statements, and schedules with the debtor and ensuring the debtor signs them.

### B. Postpetition and preconfirmation

The following postpetition and preconfirmation services are included in the presumptively reasonable fee of \$4,000:

- (a) Advising the debtor of the requirement to attend the meeting of creditors, ensuring the debtor is prepared for the meeting, and notifying the debtor of the date, time, and place of the meeting. In the case of a joint filing, notifying both spouses that they must appear at the meeting.
- (b) Providing legal representation to the debtor at the meeting of creditors and attending the confirmation hearing, if necessary.
- (c) Ensuring bank statements and income and tax records are timely submitted to the trustee.
- (d) Initiating and responding to correspondence and calls to and from the trustee, the United States trustee, creditors, and other interested parties as necessary for the timely administration of the debtor's case.
- (e) Timely responding to objections to plan confirmation and, when necessary, preparing, filing, and serving a modified plan.
- (f) Corresponding with the debtor and creditors to ensure compliance with 11 U.S.C. § 362 as it pertains to wage garnishments, levied accounts, foreclosures, or any other matter.
- (g) Monitoring all incoming CM/ECF case information.
- (h) Timely preparing, filing, and serving any necessary amended statements and schedules and any change of address in accordance with information provided by the debtor.

#### C. Postconfirmation

The following postconfirmation services are included in the presumptively reasonable fee of \$4,000:

- (a) Evaluating proofs of claim, determining the necessity of objecting to filed claims, and advising the debtor accordingly.
- (b) Responding to the debtor's questions throughout the term of the plan or until either the case is dismissed or the court has authorized the debtor's attorney to withdraw from representation.
- (c) Assisting the debtor with the steps necessary to obtain a discharge, including filing a statement regarding domestic support obligations and completing a financial management course.
- (d) Monitoring all incoming CM/ECF case information.

### III. Presumptively Reasonable Fee – Excluded Services

The presumptively reasonable fee of \$4,000 does not include the following services:

- (a) Representing the debtor in adversary proceedings, Federal Rule of Bankruptcy Procedure 2004 examinations, or postconfirmation hearings.
- (b) Preparing the following motions:
  - (1) to buy or sell real or personal property and/or to incur debt;
  - (2) objecting to improper or invalid proofs of claim;
  - (3) to avoid a lien;
  - (4) to modify a confirmed chapter 13 plan;
  - (5) to approve settlements;
  - (6) to deem a mortgage current;
  - (7) to approve sales or refinancing;
  - (8) to substitute collateral;
  - (9) for hardship discharge; and
- (c) Responding to motions:
  - (1) for relief from the automatic stay or for a valuation of property; and
  - (2) to dismiss (postconfirmation).

#### IV. Presumptively Reasonable Fees for Postconfirmation Modified Plans

An attorney who represents a debtor postconfirmation in serving and filing a modified plan may request an order awarding compensation using Local Form 2016-1 if the amount of the requested compensation does not exceed \$1,500 per application. If an attorney requests the presumptively reasonable fee under this paragraph, and the modified plan is filed in whole or in part to resolve a motion to dismiss or a motion for relief from the automatic stay, the attorney is not entitled to an additional presumptively reasonable fee under paragraph V.

#### V. Presumptively Reasonable Fees for Other Services

An attorney who represents a debtor in the following matters may request an order awarding compensation using Local Form 2016-1 if the amount of the requested compensation does not exceed \$1,000 per application:

- (a) resolving postconfirmation motion(s) for relief from the automatic stay;
- (b) resolving postconfirmation motion(s) to dismiss;
- (c) filing motion(s) for sale of real property;

- (d) filing motion(s) objecting to claims;
- (e) assisting the debtor in preparing and submitting required disclosures under 11 U.S.C. § 521(f)(4); and
- (f) assisting the debtor in responding to requests for information made in connection with an audit conducted under 28 U.S.C. § 586(f).

## VI. Legal Costs and Expenses

In addition to the presumptively reasonable fees listed above, an attorney who represents a debtor in a chapter 13 case may apply for allowance of actual costs and expenses incurred, including photocopies, PACER fees, postage, long distance telephone charges, due diligence fees, credit counseling costs, and mileage on Local Form 2016-1.

## VII. Objections to Presumptively Reasonable Fees and Orders

The use of Local Form 2016-1 does not limit the chapter 13 trustee, United States trustee, creditors, or any interested party from questioning the reasonableness of an attorney's fees. As indicated on Local Form 2016-1, there is a required 21-day response period. In addition, as required by Local Rule 2016-1(a), notice of Local Form 2016-1 must be sent to all creditors in accordance with Fed. R. Bankr. P. 2002(a)(6). Notice of Local Form 2016-1 may be sent with notice of a plan confirmation hearing or separate therefrom.

The court has the discretion to review the amount of fees paid to or agreed to be paid to a debtor's attorney or to enter appropriate orders allowing, disallowing, or reducing an attorney's fees or expenses. If an objection is filed, the court may require the attorney to file an application for compensation and an itemization of fees and costs that satisfy the requirements of Federal Rules of Bankruptcy Procedure 2016(a) and 2002(a)(6) and 11 U.S.C. §§ 330, 331, and 503(b)(2), as applicable, other than by using Local Form 2016-1. Otherwise, the court may enter an order on Local Form 2016-1 without further notice or a hearing.

An order regarding Local Form 2016-1 filed under paragraph II will generally be entered when the plan is confirmed. An order regarding Local Form 2016-1 filed under paragraph IV will generally be entered when the postconfirmation modification is approved. Finally, an order regarding Local Form 2016-1 filed under paragraph V may generally be entered at any time.

## VIII. Legal Fees – Standard Application

The use of Local Form 2016-1 is optional. An attorney who declines to accept the presumptively reasonable fee for the minimum services listed may submit a separate application that conforms to the requirements in Federal Rules of Bankruptcy Procedure 2016(a) and 2002(a)(6) and 11 U.S.C. §§ 330, 331, and 503(b)(2), as applicable.



An attorney who elects to accept the presumptively reasonable fee for the services listed in paragraphs II, IV, and V may apply for additional compensation for services which exceed the scope of those paragraphs, by filing an application other than by using Local Form 2016-1. This application must conform to the requirements in Federal Rules of Bankruptcy Procedure 2016(a) and 2002(a)(6) and 11 U.S.C. §§ 330, 331, and 503(b)(2), as applicable.

## IX. Non-Debtor's Attorney

This guidance does not apply to an application for compensation filed in a chapter 13 case by a non-debtor's attorney.

**LOCAL FORM 2016-2 AMENDMENTS – REDLINE VERSION**

LOCAL FORM 2016-2  
REVISED XX/25

**UNITED STATES BANKRUPTCY COURT  
DISTRICT OF MINNESOTA**

In re:

Case No. [insert] ~~Chapter 7~~  
~~BKY~~

[insert name(s)],

Chapter [insert]

Debtor(s).

[insert name(s)],

Plaintiff(s).

~~Chapter 7~~  
~~ADV~~

v.

Adv. Proc. No. [insert]

[insert name(s)],

Defendant(s).

**DISCLOSURE OF COMPENSATION OF ATTORNEY FOR DEBTOR(S)  
IN ADVERSARY PROCEEDING**

1. Pursuant to 11 U.S.C. § 329(a) and Fed. R. Bankr. P. 2016(b), I certify that I am the attorney for the above-named debtor(s) and that compensation paid to me after one year before the date of the filing of the petition in bankruptcy, or agreed to be paid to me, for services rendered or to be rendered on behalf of the debtor(s) in contemplation of or in connection with this adversary proceeding is as follows:

For legal services, I have agreed to accept  
(flat fee or hourly rate):

\$

Prior to the filing of this statement, I have received:

\$

Balance d~~D~~ue (or hourly rate):

\$

2. The source of the compensation paid to me was:

☐ Debtor(s)

☐ Other (specify)

## LOCAL FORM 2016-2 AMENDMENTS – REDLINE VERSION

LOCAL FORM 2016-2  
[REVISED XX/25](#)

3. The source of the compensation to be paid to me is:

☐ Debtor([s](#))

☐ Other (specify)

4.

☐ I have not agreed to share the above-disclosed compensation with any other person unless they are members ~~and~~[or](#) associates of my law firm.

☐ I have agreed to share the above-disclosed compensation with another person or persons who are not members or associates of my law firm. A copy of the agreement, together with a list of the names of the people or entities sharing in the compensation, is attached.

5. In return for the above-disclosed fee, together with such further fee, if any, as is provided in the written contract required by 11 U.S.C. § [528\(a\)\(1\)](#), I have agreed to render the following legal services:

Representation of the debtor(s) in this adversary proceeding.

### CERTIFICATION

I certify that the foregoing, together with the written contract required by 11 U.S.C. § [528\(a\)\(1\)](#), is a complete statement of any agreement or arrangement for payment to me for representation of the debtor(s) in this adversary proceeding.

[Dated:](#)

[Signed:](#)

[Attorney for debtor\(s\)](#)

[\[insert name, address, email address,  
telephone number, and attorney bar  
registration number\]](#)

~~Date:~~

\_\_\_\_\_  
~~Signature of Attorney~~

**UNITED STATES BANKRUPTCY COURT  
DISTRICT OF MINNESOTA**

---

In re: Case No. [insert]  
[insert name(s)], Chapter [insert]  
Debtor(s).

---

[insert name(s)],  
Plaintiff(s),  
v. Adv. Proc. No. [insert]  
[insert name(s)],  
Defendant(s).

---

**DISCLOSURE OF COMPENSATION OF ATTORNEY FOR DEBTOR(S)  
IN ADVERSARY PROCEEDING**

---

1. Pursuant to 11 U.S.C. § 329(a) and Fed. R. Bankr. P. 2016(b), I certify that I am the attorney for the above-named debtor(s) and that compensation paid to me after one year before the date of the filing of the petition in bankruptcy, or agreed to be paid to me, for services rendered or to be rendered on behalf of the debtor(s) in contemplation of or in connection with this adversary proceeding is as follows:

For legal services, I have agreed to accept  
(flat fee or hourly rate): \$

Prior to the filing of this statement, I have received: \$

Balance due (or hourly rate): \$

2. The source of the compensation paid to me was:

☒ Debtor(s) ☐ Other (specify)

3. The source of the compensation to be paid to me is:

☐ Debtor(s)

☐ Other (specify)

4.

☐ I have not agreed to share the above-disclosed compensation with any other person unless they are members or associates of my law firm.

☐ I have agreed to share the above-disclosed compensation with another person or persons who are not members or associates of my law firm. A copy of the agreement, together with a list of the names of the people or entities sharing in the compensation, is attached.

5. In return for the above-disclosed fee, together with such further fee, if any, as is provided in the written contract required by 11 U.S.C. § 528(a)(1), I have agreed to render the following legal services:

Representation of the debtor(s) in this adversary proceeding.

### **CERTIFICATION**

I certify that the foregoing, together with the written contract required by 11 U.S.C. § 528(a)(1), is a complete statement of any agreement or arrangement for payment to me for representation of the debtor(s) in this adversary proceeding.

Dated:

Signed:

Attorney for debtor(s)

[insert name, address, email address,  
telephone number, and attorney bar  
registration number]