



ECF Updates & Changes.....	2
Motion to Retain Tax Refund	2
Motion to Compel Debtor to Turnover Tax Refund	2
Form Update	2
Audio/Transcript Order Form BTXNI91	2
Tips & Tricks	2
Small Business Case.....	2

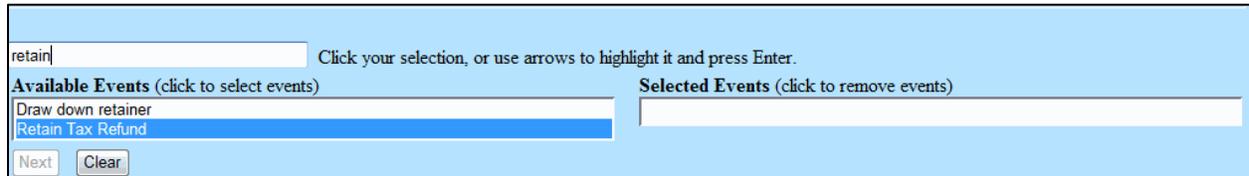


If you have any questions or need further assistance docketing events, contact the ECF Help Desk at (800) 442-6850. Filing resources, including Federal and Local Rules and online help are located on the Court's website at: <http://www.txnb.uscourts.gov/>. The effective date is Monday, December 3, 2012, the GoLive date.

ECF Updates & Changes

Motion to Retain Tax Refund

A new event has been created. The Motion to Retain Tax Refund [Bankruptcy > Motions/Applications > Motion to Retain Tax Refund] is available for filers to docket in relation to notification from a trustee regarding a tax refund (see Figure 1).

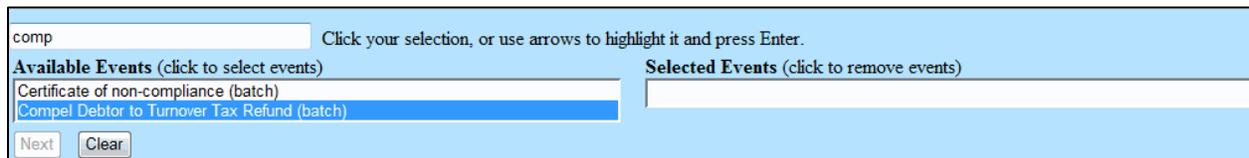


The screenshot shows a search bar with the text 'retain|'. Below the search bar, there are two columns: 'Available Events (click to select events)' and 'Selected Events (click to remove events)'. Under 'Available Events', two items are listed: 'Draw down retainer' and 'Retain Tax Refund', with 'Retain Tax Refund' highlighted in blue. At the bottom of the interface, there are 'Next' and 'Clear' buttons.

Figure 1

Motion to Compel Debtor to Turnover Tax Refund

A new batch event has been created. The Motion to Compel the Debtor (s) to Turnover Tax Refund [Bankruptcy > Batch filings > Compel Debtor to Turnover Tax Refund (batch)] is available for the case trustee to docket regarding a tax refund (see Figure 2).



The screenshot shows a search bar with the text 'comp'. Below the search bar, there are two columns: 'Available Events (click to select events)' and 'Selected Events (click to remove events)'. Under 'Available Events', two items are listed: 'Certificate of non-compliance (batch)' and 'Compel Debtor to Turnover Tax Refund (batch)', with 'Compel Debtor to Turnover Tax Refund (batch)' highlighted in blue. At the bottom of the interface, there are 'Next' and 'Clear' buttons.

Figure 2

Form Update

Audio/Transcript Order Form BTXN191

Form BTXN191, the Audio/Transcript Order, has been updated. The form includes order information for Abilene, Amarillo, Lubbock and San Angelo.

Tips & Tricks

Small Business Case

A small business debtor is required to file a Balance Sheet, Statement of Operations, Cash-Flow Statement and Federal Income Tax Return within 7 days of case opening. If these documents have not been filed, then, pursuant to 11 USC §1116, a debtor may file a statement made under penalty of perjury that no Balance Sheet, Statement of Operations, or Cash-Flow Statement has been prepared and no Federal Tax Return has been filed.