

## ECF 5.1

*This section includes information regarding changes to ECF events, menus and the way the system processes information.*

On Monday, April 22, 2013, The United States Bankruptcy Court for the Northern District of Texas will upgrade to ECF Version 5.1. This guide provides important information regarding new features.

If you have any questions or need further assistance docketing, contact the ECF Help Desk at (800) 442-6850.

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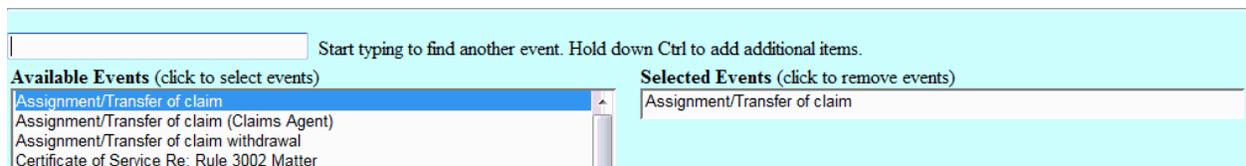
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## Clerk's Notice 13-04, Notice Regarding Claims Transfer Fee

Please review the [Clerk's Notice 13-04 Notice Regarding Claims Transfer Fee](#), for more information.

### Filing Fee for Notice of Assignment/Transfer of Claim(s)

**Effective Wednesday, May 1, 2013**, a filing fee of \$25.00 is assessed for *each* Assignment/Transfer of Claim docketed in a case ([Bankruptcy > Claim Actions > Assignment/Transfer of Claim] and [Bankruptcy > Creditor Filings > Notice Assign/Transfer Claim (batch)]) (see Figures 1 – 3). Electronic filers may pay the filing fee via pay.gov.



Start typing to find another event. Hold down Ctrl to add additional items.

Available Events (click to select events)	Selected Events (click to remove events)
Assignment/Transfer of claim	Assignment/Transfer of claim
Assignment/Transfer of claim (Claims Agent)	
Assignment/Transfer of claim withdrawal	
Certificate of Service Re: Rule 3002 Matter	

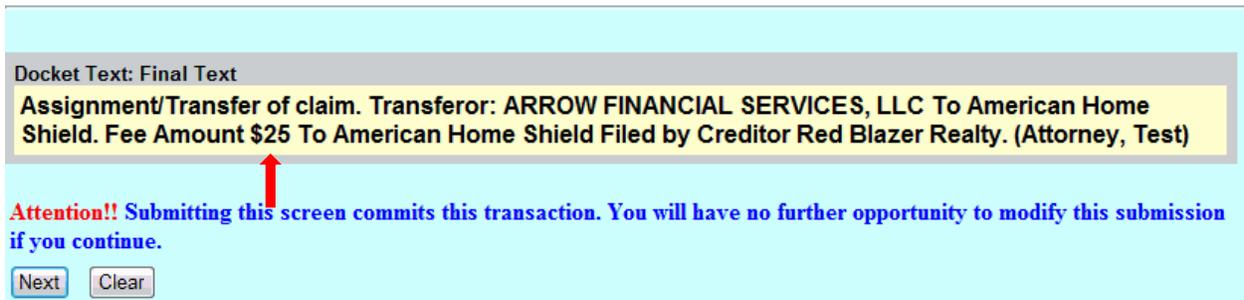
Figure 1



Fee: \$25

Next Clear

Figure 2



Docket Text: Final Text

**Assignment/Transfer of claim. Transferor: ARROW FINANCIAL SERVICES, LLC To American Home Shield. Fee Amount \$25 To American Home Shield Filed by Creditor Red Blazer Realty. (Attorney, Test)**

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

Next Clear

Figure 3

If more than one claim is transferred, the filing fee for each claim selected is assessed at the conclusion of claim transfer process (see Figures 4 – 6).

Summary History Parties Filers Docket Sheet Deadlines/Hearings Status Pending Motions Creditors Claim

Transfer type  3001 (e) 1  3001 (e) 2  3001 (e) 3  3001 (e) 4

Search for transferee  Search Creditors Add New Creditor

Transferee selected JEFFERSON CAPITAL SYSTEMS LLC

Search for transferor  Search Creditors

Transferor selected B-Real, LLC

Claim number 6

Search for transferor  Search Creditors

Transferor selected B-Real, LLC

Claim number 7

Search for transferor  Search Creditors

Transferor selected B-Real, LLC

Claim number 8

Transfer More Claims

Next Clear

Figure 4

Summary History Parties Filers Docket Sheet Deadlines/Hearings Status Pending Motions Creditors

Fee: \$75

Next Clear

Figure 5

Docket Text: Final Text

Assignment/Transfer of claim. Transferor: B-Real, LLC (Claim No. 6); Transferor: B-Real, LLC (Claim No. 7); Transferor: B-Real, LLC (Claim No. 8); To JEFFERSON CAPITAL SYSTEMS LLC. Fee Amount \$75. To JEFFERSON CAPITAL SYSTEMS LLC Filed by Creditor Jefferson Capital Systems LLC. (Attorney, Test)

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

Next Clear

Figure 6

If a Claims Agent is employed in a case, a record of a filed Proof of Claim *is not* stored in the court's Claims Register. These Proofs of Claim are retained by the agency of the Claims Agent. The Assignment/Transfer of Claim (Claims Agent) event ([Bankruptcy > Claim Actions > Assignment/Transfer of Claim (Claims Agent)]) is a new event for electronic filers to file Assignment/Transfer of Claim in a case in which a Claims Agent is employed (see Figure 7).

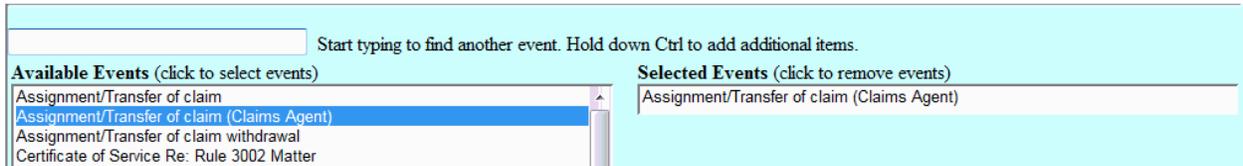


Figure 7

This document is available on the docket report. A filing fee of \$25.00 is assessed for *each* Assignment/Transfer of Claim (Claims Agent) docketed.

# ECF Mobile Query

**Query**

**Search Clues** Mobile Query

Case Number

Last / Business Name  (Examples: Desoto, Des\*t)

First Name  Middle Name

SSN / ITIN  Tax ID / EIN

Type   Open cases  Closed cases

Filed Date  to

Last Entry Date  to

Nature of Suit (AP and MP cases only)

- 01 (Determination of removed claim or cause)
- 02 (Other (e.g. other actions that would have been brought in state court if unrelated to bankruptcy))
- 11 (Recovery of money/property - 542 turnover of property)
- 12 (Recovery of money/property - 547 preference)

Figure 8

The Mobile Query feature simplifies the ECF search functions and is compatible with most mobile devices (see Figure 9). Keep in mind, to view items within a Mobile Query view, PACER fees apply.

CM/ECF Mobile - TXNB

Login

Password

Figure 9

Users are able to search by a Party's Last Name and/or Case Number; the inclusion of a Party's First Name as search criterion is optional (see Figure 10).

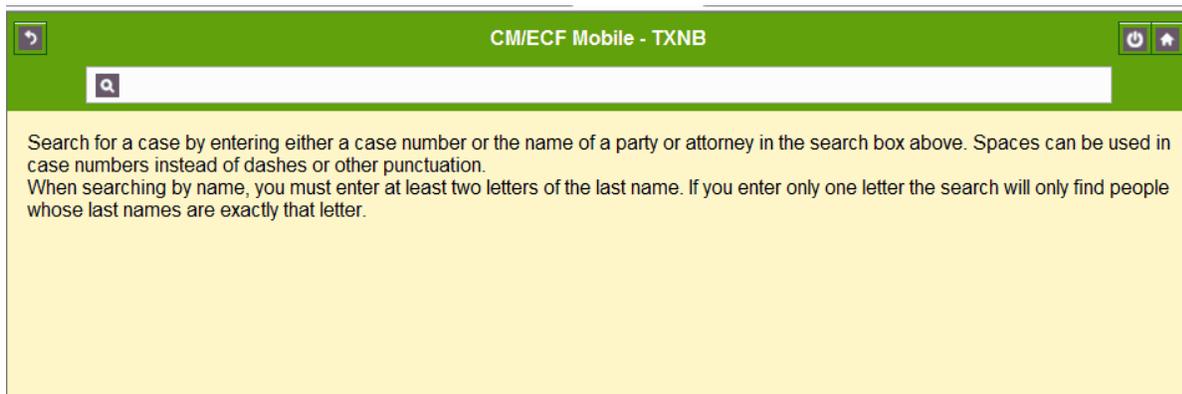


Figure 10

Once a case is located, the information is categorized by the **Attorney(s)** associated with the case, all **Parties** associated with the case, pending **Deadlines/Hearings** and **Docket Entries** (see Figure 11). Select the corresponding link to view information. The **Docket Entries** category displays the total number of entries for a case in the right hand column (see Figure 11).



Figure 11

The **Docket Entries** category takes users to an abbreviated docket report. Users are able to run a text search of the Docket Report within Mobile Query to locate a specific entry or search for an entry by a Filed Date range. Keep in mind, if you select items within Mobile Query, PACER fees apply.

Additionally, users can access the Mobile Query for a specific case *after* you have run a query. Once you enter search criteria for a case, click Run Query. Once you have found the correct case, click on the link for Mobile Query (see Figure 12).

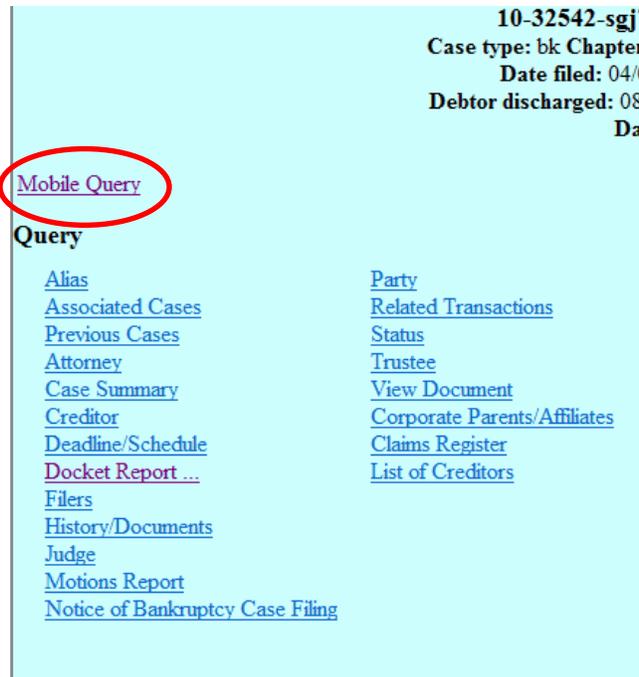


Figure 12

This link takes you directly to the Mobile Query Version of the selected case (see Figure 13).



Figure 13