

Standing order 96-3 was entered April 12, 1996 which requires all Wichita Falls filings to be filed in the United States Bankruptcy Court, 1100 Commerce Street, Room 12A24, Dallas, Texas, on or after April 15, 1996. The court recognizes the timing of filing a bankruptcy petition is often critical, therefore the court will accept filing by facsimile transmission on an emergency basis. The court anticipates that most situations can be resolved with regular mail or overnight delivery service. It is therefore **ORDERED**

In emergency situations, attorneys may file the original petition for cases properly venued in the Wichita Falls Division by facsimile in accordance with the following procedure.

- 1. An Application and Certification to File Documents by Facsimile Transmission and signature card must be approved and on file at the United States Bankruptcy Clerk's Office in Dallas, Texas.
- 2. The original petition (without schedules) with a certificate signed by the attorney stating the emergency which requires immediate filing will be faxed to the Bankruptcy Clerk's Office in Dallas, Texas. Petitions received after 4:00 p.m. will be filed the following business day. The faxed copy will be treated as the original.
- 3. The Clerk's Office will make the appropriate number of copies according to the chapter of the petition being filed and make the proper distribution. Upon completion of the credit card transaction, the attorney's credit card will be charged for the appropriate filing fee and copies. A case number and judge will be assigned. The clerk will fax a copy of the filed petition bearing the case number to the attorney with the total amount charged annotated on the petition. If a decline is received on the transaction, the attorney will be notified immediately and the petition will not be filed. No attempt will be made to gain authorization through any other means, nothing can override the decline.
- 4. Within two days following a filing, the matrix shall be delivered to the U.S. Bankruptcy Court, Dallas, Texas. Schedules and Statements shall be delivered to same within fifteen calendar days following a filing. The case is subject for dismissal if documents are not received in the appropriate time frame.

5. Petitions received via facsimile will not be accepted for filing on or after February 21, 1997, without having an approved application and certification on file in the clerk's office.

DATE: FEB 19 1997.

ROBERT C. MCGVIRE

BANKRUPTCY JUDGE