

Welcome to the United States Bankruptcy Court for the District of Columbia

*We do things a little differently than our neighboring districts, please
familiarize yourself with some of our requirements.*

- The attorney's bar number must be included on the signature block of all pleadings
- All proposed orders should include 4-inches of blank space at the top of the first page
- All proposed orders should be docketed as an attachment AND uploaded
- Proposed orders requesting an extension of time should include a proposed date
- When filing schedules after the matrix you are required to file either local form 12 (statement of no alterations) or an amended matrix, local form 13 (certificate of serve) and pay a \$31 fee (<http://www.dcb.uscourts.gov/local-rules>)
- The notice of opportunity to object and the notice of hearing must be filed separately from the motion
- In contested matters the certificate of service must indicate that the motion was served by mail
- If unsure of which event to use, you can always utilize the search feature in CM/ECF or call the help desk at 202-354-3281

United States Bankruptcy Court
For the District of Columbia
333 Constitution Ave., NW
Washington, DC 20001

