

**UNITED STATES BANKRUPTCY COURT
EASTERN DISTRICT OF CALIFORNIA
FRESNO DIVISION**

**BATCHING PROCEDURE FOR TRUSTEE ASSIGNMENT
BY REGISTERED E-FILERS ONLY**

The Fresno Division randomly assigns interim trustees in chapter 7 cases using one of two trustee assignment “pools.” The pool used to assign the interim trustee in a particular case is determined by the county of the debtor’s residence or principal place of business. The counties falling within each trustee assignment pool are as follows:

Fresno Pool: Fresno, Kings, Madera, Mariposa, Merced, and Tulare counties

Bakersfield Pool: Kern and Inyo counties

Attorneys who are registered e-Filers may request that up to five (5) chapter 7 cases from a given assignment pool be “batched” (assigned to the same trustee). The guidelines applicable to this procedure are as follows:

1. The petitions for all cases in a particular batch must be submitted in a single “.zip” file using the Batch Upload selection for Electronic Case Filing.
2. To avoid potential “trustee shopping” or the appearance of “trustee shopping,” an interim trustee must be randomly assigned to the first case entered in the court’s automated case intake/financial transaction processing system. The same trustee must then be manually assigned by the cashier to all remaining cases in the batch. For each remaining case, the cashier must indicate that “batching” required manual selection of a trustee, and reference the number of the case in the batch to which the trustee was randomly assigned.
3. The same (or consecutive) 341(a) meeting dates and times will be assigned to batched chapter 7 cases by the automated system whenever possible.
4. Payment for each case in a set of batched cases must be made by credit card.
5. For any case(s) presented for batching where the trustee has previously notified the court in writing of a conflict of interest with certain parties (e.g., family relationships) and that conflict arises on any case(s) appearing on the batch list, that case(s) will be assigned to a non-conflicted trustee and may not be processed as part of the batch.
6. All questions concerning the batching procedure for trustee assignment should be directed to Fresno Division Operations Coordinator Mary Wellington at (559) 499-5856.