

UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF CALIFORNIA

OFFICE OF THE CLERK  
ROBERT T. MATSUI UNITED STATES COURTHOUSE  
501 I Street, Suite 3-200  
SACRAMENTO, CALIFORNIA 95814-2322

DATE: \_\_\_\_\_

IN RE: \_\_\_\_\_

CASE NO. \_\_\_\_\_

**REQUIREMENTS FOR FILING A NOTICE OF REMOVAL**

Attached is a copy of the Notice of Removal you submitted for filing on \_\_\_\_\_. The original Notice of Removal has been "Received" stamped and placed in the above-indicated bankruptcy case file, attached to a copy of this memo.

Pursuant to Federal Rule of Bankruptcy Procedure 7001(10), litigation to determine a claim or cause of action removed pursuant to 28 U.S.C. § 1452 is an adversary proceeding.

**NOTICE IS HEREBY GIVEN** that the Court will take no action concerning a Notice of Removal unless the following items are submitted:

- A properly captioned and signed Notice of Removal containing the statements required by Federal Rule of Bankruptcy Procedure 9027(a)(1) (original + one copy);
- Two copies of all process and pleadings filed in the state or federal court from which the claim or cause of action is removed;
- A completed adversary proceeding cover sheet (original only); \* and
- The \$250.00 adversary proceeding filing fee, in the form of cash, money order, or cashier's check payable to: "Clerk, U.S. Bankruptcy Court." Checks drawn on debtors' bank accounts **will not** be accepted. The filing fee is not required if the United States or a debtor is the plaintiff.

The Clerk's Office will issue a summons, if needed, and Notice of Status Conference when the Notice of Removal is filed.

Clerk's Office staff is precluded by law from giving legal advice. Legal questions should therefore be directed to competent legal counsel.

Please submit the necessary items and a self-addressed, stamped envelope of sufficient size to return the summonses issued, if any, and your conformed copies.

By: \_\_\_\_\_  
Deputy Clerk

\* Enclosed

cc: Case File