



# United States Bankruptcy Court Eastern District of California

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[www.caeb.uscourts.gov](http://www.caeb.uscourts.gov) **Summer 2018**

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## **Changes to e-Filing System**

On July 16, 2018, the Eastern District of California Bankruptcy Court will release a new version of e-Filing. The new e-Filing system will allow cases to be opened automatically in CM, which will allow them to be viewed within a few minutes on PACER. In addition, new cases will also have the judge and (if applicable) trustee assigned at the time of opening.

### **Frequently Asked Questions Regarding the new CAEB e-Filing System**

#### **Do I need to reapply for e-Filing?**

No, your current login and password will work in the new CAEB e-Filing system.

#### **Can I still submit documents through Batch Upload?**

Yes, you can still submit documents using our current batch filing guidelines.

#### **How long will it take for petitions to be opened in CM/ECF?**

Petitions are usually opened within 10 minutes.

#### **Will I still to get my free look e-mails? How will this work with petitions in the new system?**

Yes, free look e-mails will not change. If you file a new petition, you will receive a free look e-mail when the case is opened and you can then view the case in PACER.

## **Training Dates**

Training regarding the new CAEB e-Filing System will be available via webex and phone conference on the following dates:

- July 11 at 11:00 a.m.
- July 11 at 2:00 p.m.
- July 12 at 11:00 a.m.
- July 12 at 2:00 p.m.
- July 13 at 11:00 a.m.
- July 13 at 2:00 p.m.
- July 17 at 11:00 a.m.
- July 17 at 2:00 p.m.

To attend a training session, please log in to our e-Filing system and click on the training session you would like to attend ten minutes prior to the time listed above. When you join the WebEx, you will be provided with instructions to join the conference call. You can access the training session via computer or mobile device.

### ***Did you know?***

You can contact the help desk at 855-542-0992, Monday through Friday from 9:00 a.m. to 4:00 p.m. or by e-mail at [Efilers\\_Helpdesk@caeb.uscourts.gov](mailto:Efilers_Helpdesk@caeb.uscourts.gov)