

Docketing Transcript Requests, Transcripts, and Redacted Transcripts in the Eastern District of California

The Eastern District of California implemented NextGen on October 18, 2021. As a result, you will need an upgraded PACER account to access the docketing events described below. Once you have an upgraded PACER account, you will need to use it to link to your Eastern District of California CM/ECF docketing account and begin logging in through PACER.

- Click [here](#) for instructions regarding linking your PACER Account to your CM/ECF docketing account.
- For information regarding PACER, or to obtain a PACER account, please go to <https://pacer.uscourts.gov>

At this time, most hearings in the Eastern District of California Bankruptcy Court are recorded, and audio files may be requested by docketing a request through CM/ECF. If you are unsure whether a hearing was recorded, please contact the appropriate courtroom deputy listed on the last page of this document.

Logging in to CM/ECF

First, log in to PACER at <https://pacer.uscourts.gov>, select **California Eastern Bankruptcy Court** from the drop-down menu, and click the **Login** button.

Login

* Required Information

Username *	<input type="text"/>
Password *	<input type="password"/>
Client Code	<input type="text"/>
Court	<input type="text" value="California Eastern Bankruptcy Court"/> 

[Forgot password?](#) | [Forgot username?](#) | [Need an account?](#)

This is a restricted government website for official PACER use only. All activities of PACER subscribers or users of this system for any purpose, and all access attempts, may be recorded and monitored by persons authorized by the federal judiciary for improper use, protection of system security, performance of maintenance and for appropriate management by the judiciary of its systems. By subscribing to PACER, users expressly consent to system monitoring and to official access to data reviewed and created by them on the system. If evidence of unlawful activity is discovered, including unauthorized access attempts, it may be reported to law enforcement officials.

Click the box regarding **Redaction Responsibility** and click the **Continue** button.

Redaction Agreement

IMPORTANT NOTICE OF REDACTION RESPONSIBILITY:

All filers must redact: Social Security or taxpayer-identification numbers; dates of birth; names of minor children; financial account numbers; and in criminal cases, home addresses in compliance with [Fed. R. App. P. 25\(a\)\(5\)](#), [Fed. R. Civ. P. 5.2](#), [Fed. R. Crim. P. 49.1](#), or [Fed. R. Bankr. P. 9037](#). This requirement applies to all documents, including attachments.

I understand that, if I file, I must comply with the redaction rules. I have read this notice.

[Continue](#) [Cancel](#)

Click the **Eastern District of California – Document Filing System** link noted below in the red box:



Welcome to the U.S. Bankruptcy Court for the Eastern District of California

This is a restricted government website for official PACER use only. All activities of PACER subscribers or users of this system for any purpose, and all access attempts, may be recorded and monitored by persons authorized by the federal judiciary for improper use, protection of system security, performance of maintenance and for appropriate management by the judiciary of its systems. By subscribing to PACER, users expressly consent to system monitoring and to official access to data reviewed and created by them on the system. If evidence of unlawful activity is discovered, including unauthorized access attempts, it may be reported to law enforcement officials.

Instructions for filing documents:	
CM/ECF	Enter your CM/ECF filer login and password if you are electronically filing any of the following: <ul style="list-style-type: none">• A proof of Claim on behalf of a Creditor.• Filing a Non-Opposition.
eCalWebFiling	To electronically file other types of documents, you may access our eCalWebfiling website at https://efiling.caeb.uscourts.gov .

[Eastern District of California - Document Filing System](#)

[Court Information](#)

Docketing the Transcript Request

After you have logged in, click on the word **Bankruptcy** on the white bar at the top of the page.



Click on the hyperlink **Transcript Events (Transcribers)**.



Enter the case number in the format **YY-NNNNN** for Bankruptcy Cases or **YY-NNNN** for Adversary Proceedings, and click on the **NEXT** button. **NOTE:** Be sure to use the Adversary Proceeding Number instead of the Parent Case number if there is one. This will ensure that the document appears in the Adversary Proceeding.

File a Transcript: [Documentation and Instructions](#)

A search form titled 'Case Number'. It features a text input field containing '21-20001' and a 'Find This Case' button. Below the form are two buttons: 'NEXT' and 'Clear'.

You will be given a list of available events. Highlight **Request a Transcript** and click the **NEXT** button.

A dropdown menu titled 'Available Events (click to select an event)'. The first option, 'Request a Transcript', is highlighted in blue. Below it are two other options: 'Transcript; Notice of Filing of Official Transcript/Send BNC Notice' and 'Transcript; Redacted'. A mouse cursor is pointing at the second option. Below the menu are two buttons: 'NEXT' and 'Clear'.

On the next screen, enter the following items:

- Hearing date in **MM/DD/YY** format
- Hearing time in **HH:MM am/pm** format

Click the **NEXT** button when you have entered these items.

Hearing Date [i.e. MM/DD/YY]:

Hearing Time [i.e. HH:MM am/pm]:

Select the delivery time for the transcript and click on the **NEXT** button to continue.

Please select the delivery time for this transcript

Ordinary Transcript - delivered within 30 calendar days

14-Day Transcript - delivered within 14 calendar days

Expedited Transcript - delivered within 7 calendar days

3-Day Transcript - delivered within 3 calendar days

Please accept the date on the next screen and click **Next**. This will alert the courtroom deputy to generate the audio file.

Transcript Requested: 

You will be able to review the final docket text here for accuracy. If you are satisfied with what you have entered, click the **NEXT** button, which will commit your transaction. If you need to make changes to any of the information, you will need to use the back button in the upper left-hand corner of the screen to return to the appropriate screen to make changes. You will **not** be able to make changes on this screen.

Docket Text: Final Text

Transcript Request. Hearing Date and Time: 09/15/2021 at 2:00 PM. Please contact the Court Reporter/Transcription Agency,, to coordinate audio file upload. ([REDACTED])

Attention!! Clicking **NEXT** commits this transaction. Use your web browser **BACK** button to modify this entry.
Have you redacted?

NEXT

Clear

After You Have Docketed the Request

Once you have docketed the request, an e-mail will be sent to the appropriate Courtroom Deputy and they will begin processing your request.

Docketing the Transcript

After you have logged in, click on the word **Bankruptcy** on the white bar at the top of the page.

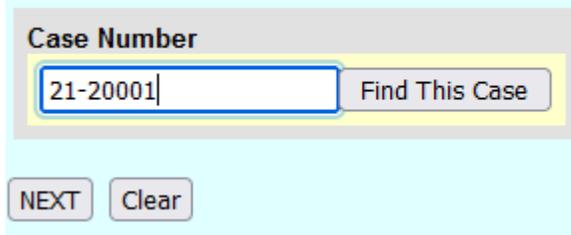


Click on the hyperlink **Transcript Events (Transcribers)**.

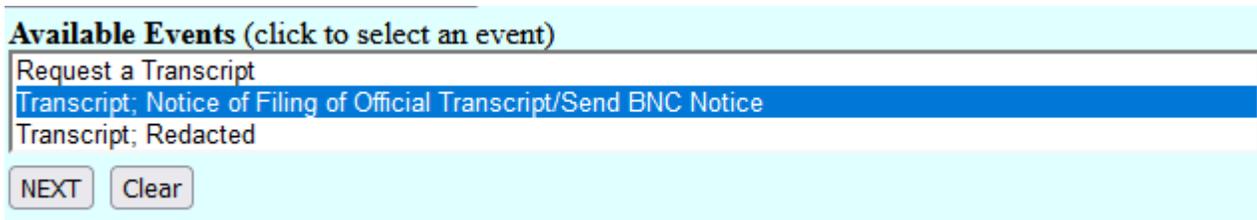


Enter the case number in the format **YY-NNNN** for Bankruptcy Cases or **YY-NNNN** for Adversary Proceedings and click on the **NEXT** button.

File a Transcript: [Documentation and Instructions](#)

A screenshot of the 'File a Transcript' search form. It features a 'Case Number' label above a text input field containing '21-20001'. To the right of the input field is a 'Find This Case' button. Below the input field are two buttons: 'NEXT' and 'Clear'.

You will be given a list of available events. Highlight **Transcript; Notice of Filing Official Transcript/Send BNC Notice**, and click the **NEXT** button.

A screenshot of the 'Available Events' list. The heading is 'Available Events (click to select an event)'. Below it is a list of three items: 'Request a Transcript', 'Transcript; Notice of Filing of Official Transcript/Send BNC Notice', and 'Transcript; Redacted'. The second item is highlighted in blue. At the bottom of the list are two buttons: 'NEXT' and 'Clear'.

On the next screen, you will be given the opportunity to browse for the transcript that you have created. (**NOTE:** The transcript **must** be in PDF format.) Do not change the radio button selection.

When you have browsed and selected the appropriate PDF for attachment, click on the **Next** button.

Filename
Browse... Transcript.pdf
Attachments to Document: No Yes

On the next screen, you will see a warning not to use this event for a Redacted Transcript. If this is a Redacted Transcript, you can start over by clicking the Docketing button at the top left-hand side of the screen. If this is not a Redacted Transcript and you wish to continue, click the **Next** button.

WARNING: Do Not Use This Event For Docketing a Redacted Transcript!!

The next screen will list several dates. In the top box, enter the hearing date of your transcript in **MM/DD/YY** format. Accept the default **Notice of Intent to Request Redaction Due Date**. Click the **Next** button when you are done.

Enter the hearing date to which the transcript relates [e.g. MM/DD/YY]:

Notice of Intent to Request Redaction Due Date: 

Redaction Request Due Date: 10/21/2021

Redacted Transcript Submission Due Date: 11/1/2021

End of the transcript access restriction period 12/29/2021

Click the **Next** button to continue.

You will be able to review the final docket text here for accuracy. If you are satisfied with what you have entered, click the **NEXT** button, which will commit your transaction. If you need to make changes to any of the information, you will need to use the back button in the upper left-hand corner of the screen to return to the appropriate screen to make changes. You will **not** be able to make changes on this screen.

Docket Text: Final Text

Transcript regarding hearing held on 09/15/2021; Notice of Filing of Official Transcript as transmitted to BNC for Service. Notice is hereby given that an official transcript has been filed. Pursuant to the policy adopted by the Judicial Conference, transcripts are available for inspection only at the clerk's office or may be purchased from the court transcriber for a 90 day period. Notice of Intent to Request Redaction Deadline Due By 10/7/2021. Redaction Request Due By 10/21/2021. Redacted Transcript Submission Due By 11/1/2021. Transcript access will be restricted through 12/29/2021. ([REDACTED])

Attention!! Clicking **NEXT** commits this transaction. Use your web browser **BACK** button to modify this entry.

Have you redacted?

Docketing a Redacted Transcript

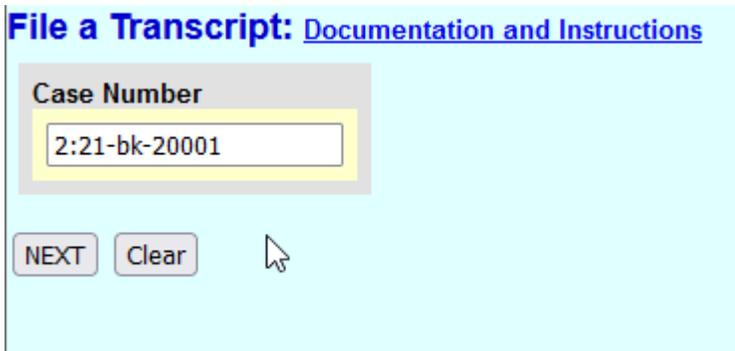
After you have logged in, click on the word **Bankruptcy** on the white bar at the top of the page.



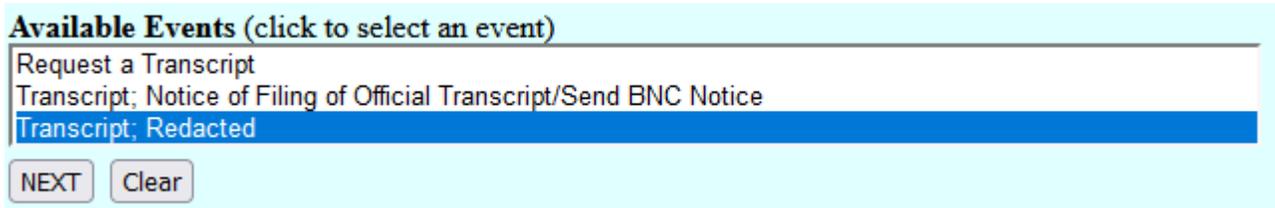
Click on the hyperlink **Transcript Events (Transcribers)**.



Enter the case number in the format **YY-NNNNN** for Bankruptcy Cases or **YY-NNNN** for Adversary Proceedings and click on the **NEXT** button.



You will be given a list of available events. Highlight **Transcript; Redacted** and click the **NEXT** button.



On the next screen, you will be given the opportunity to browse for the transcript that you have created. (**NOTE:** The transcript **must** be in PDF format.) Do not change the radio button selection.

When you have browsed and selected the appropriate PDF for attachment, click on the **Next** button.

Filename
 Redacted Transcript.pdf

Attachments to Document: No Yes

You will see a list of all the transcripts that have been filed in this case. Put a check mark next to the transcript that your transcript is redacting and click the **Next** button.

Select the appropriate event(s) to which your event relates:

09/30/2021 25 Transcript regarding hearing held on 09/15/2021; Notice of Filing of Official Transcript as transmitted to BNC for Service. Notice is hereby given that an official transcript has been filed. Pursuant to the policy adopted by the Judicial Conference, transcripts are available for inspection only at the clerk's office or may be purchased from the court transcriber for a 90 day period. Notice of Intent to Request Redaction Deadline Due By 10/7/2021. Redaction Request Due By 10/21/2021. Redacted Transcript Submission Due By 11/1/2021. Transcript access will be restricted through 12/29/2021.
([REDACTED])

If you know the DCN, enter it here. Otherwise, leave this screen blank. Click the **Next** button to continue.

DCN

Click on the **Next** button to continue.

Review your final text on the screen below. If you click the **Next** button, you will submit the Redacted Transcript to the court. If you need to make changes, use your back button to return to the screen where changes can be made.

Docket Text: Final Text

Redacted Transcript Re: [25] Transcript/Notice of Filing of Official Transcript [ABC-1] ([REDACTED])

Attention!! Clicking **NEXT** commits this transaction. Use your web browser **BACK** button to modify this entry.
Have you redacted?

When to Contact the Courtroom Deputy

If you find that you have made a mistake while docketing a Request for Transcript, Transcript, or Redacted Transcript, please contact the appropriate Courtroom Deputy, as noted below. Please do not re-docket the incorrectly docketed item until you speak with the Courtroom Deputy.

Please allow three full business days from the time you docket your Transcript Request to receive the audio file of the hearing(s) unless you have requested a 3-Day Transcript. In that instance, please wait one full business day. If, after the time specified above, you have not received your file, or if there are issues with the file, please contact the appropriate Courtroom Deputy below.

Judge	Courtroom Deputy	Contact Phone
Judge Clement	Janice Busch	(916) 930-4411
Judge Sargis (Sacramento matters)	Kamee Thao	(916) 930-4427
Judge Sargis (Modesto matters)	Michelle Peterson	(209) 521-6899
Judge Jaime	Danielle Mobley	(916) 930-4421
Judge Lastreto	Carina Weed	(559) 499-5879
Judge Niemann	Bethany Soto	(559) 499-5868
Judge Klein	Lindsey Peratis	(916) 930-4473

When to Contact the Help Desk

If you have any technical difficulties with logging into our system, or if you forget your login and password for CM/ECF, you can contact the **Help Desk** at 855-542-0992.