Procedure to Self-Schedule Hearings for Certain Chapter 13 Matters:

- A. The following procedures apply to hearings on:
 - 1. Debtors' objections to a chapter 13 trustees' motions to dismiss; and
 - 2. Chapter 13 trustees' objections to confirmation.
- B. The objecting party (the debtor's counsel or the chapter 13 trustee) must file a notice of hearing and schedule the hearing date when filing the objection.

C. This procedure does not apply to motions/objections filed by creditors.

- 1. If you are not a Chapter 13 trustee and have filed an objection to confirmation, the Court will schedule a hearing on your objection or otherwise rule on the objection.
- 2. If a creditor files a motion to dismiss, the Court will schedule a hearing on the motion if the debtor timely objects.
- 3. Contact chambers (414-290-2670) if you need to choose a hearing date other than the available dates in CM-ECF.

D. Filing the Objection:

1. Find the hearing date in CM-ECF.

- a. In CM-ECF go to the Reports Tab and look under Chambers Reports/Functions
- b. Click on "CHAP Chamber Presets" and select Judge Blise's name from the drop-down menu
- c. This will display a table listing the available presets for Judge Blise, as of the date you run the report. Choose a date and time to schedule your hearing, based on the trustee assigned to the case (Lieske or Garcia).

2. Add the hearing date to your notice.

- a. Once you select an appropriate hearing date and time, add the hearing date and time to your notice (or include the language from the notice as part of the Objection document).
- b. A sample notice form for hearings on objections to Chapter 13 trustees' motions to dismiss is available on the Court's website at https://www.wieb.uscourts.gov/local-sample-forms ("Notice of Hearing on Motion to Dismiss RMB"). This is a fillable pdf form that you must print and save to PDF before filing. The language in the form notice should be used by the chapter 13 trustees for objections to confirmation, with adaptations as appropriate.

3. Docket the Objection, Notice of Hearing, and Certificate of Service.

- a. **For debtors' objections to motions to dismiss:** Go to the Bankruptcy Tab, then select Answer/Response, Reference an Existing Motion/Application and enter the case number.
- b. For Chapter 13 objections to confirmation: Go to the Bankruptcy Tab, then select Trustee/US Trustee, enter the case number, and choose Objection to Confirmation of Plan in the selection menu.

c. Make the following selection (DO NOT SKIP THIS STEP):

```
Are you including a Notice? Yes 💿 No 💿
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Are you including a Certificate of Service? Yes 
No
Next
Clear
```

- d. <u>Applicable to only debtors' objections to motions to dismiss:</u> Pick Objection in the selection menu
- e. Select the filing attorney and party
- f. Attach the PDF of the objection and add attachments to the document (if attachments are applicable)

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Attachments to Document: 🔍 No 🔍 Yes
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i. Attach the PDF of the Notice of Hearing and PDF of the Certificate of Service (only if you are separately attaching a notice and certificate of service—if not, skip this step)

1) Select the PDF document that contains the attachment. Filename

Browse... Notice of Hearing on Motion to Dismiss-Conference Line Procedure (2).pdf

2) Fill in the fields below.

Category	and/or Description
-	Notice of Hearing

g. Refer to Existing Event and use the drop-down menu under Set/Reschedule Hearing Information to choose the hearing date/time from your notice. (If needed, the Chamber Presets link opens the available preset dates also found under Reports.)

h. Link to the event filed (for debtors, the trustee's motion to dismiss; for trustees, the plan to which the trustee is objecting)

E. Troubleshooting

- 1. If you the preset dates do not appear, try clearing the cache on your computer.
- 2. For questions on other technical problems with filing, please contact the CM-ECF Support Desk at 414-290-2700.