

UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF MISSOURI  
[www.moeb.uscourts.gov](http://www.moeb.uscourts.gov)

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CM/ECF  
January, 2004

Dear CM/ECF (User, Registrant, Participant, Licensee):

This communication contains information about the CM/ECF system. Although this information is posted on the Court's website ([www.moeb.uscourts.gov](http://www.moeb.uscourts.gov)), I will continue to periodically distribute this digest of the information that may have immediate value for your practice.

- Under Local Bankruptcy Rule 2003-1 D, the deadline to object to a discharge in a Chapter 7 case or to determine dischargeability in a Chapter 7, 11 or 12 case may be extended sixty (60) days after the rescheduled § 341 meeting, if certain circumstances are met. A recent refinement to the CM/ECF system permits the trustee to submit a virtual document (rather than a PDF document) which reschedules the meeting, thereby triggering an automatic extension of the discharge/dischargeability deadline. Parties and creditors will receive notice of the extended deadline.
- A new option under the Utilities menu called, "Mailing Labels by Case" allows a user to create three-column mailing labels for use on certificates of service. The three-column pdf matrix program provides CM/ECF users a better way to capture creditors and participants on a case. To access this feature, just click on "Mailing Labels by Case" and at the next screen type in the case number in which the labels are to be produced. The only default selection which needs to be changed is the Print Format field where 3 col. PDF should be highlighted rather than 1 column. After the Print Format field is modified, click on Next and a screen will appear with a link at the top of the screen to the matrix that is designed to fit on Avery #5160 labels or equivalent. There is another link at the bottom of the screen to the inadequate addresses. The creditors and parties which appear as listed with inadequate addresses are not included on the three-column pdf matrix. The address can be inadequate because the creditor is represented by an attorney who is on the matrix, or debtor's attorney uploaded an inadequate address. If you have any questions about how this feature works, please contact the CM/ECF Help Desk at 1-866-803-9517.
- The PACER Service Center has asked courts to change their login format standards because the login formats currently are the same as the PACER login standard - the CM/ECF filer's initials followed by the last four digits of the social security number (aa####). PACER Service Center believes this similarity will lead to customer service and technical problems in the future because they won't be able to tell whether the problem they are trying to solve arises from CM/ECF or PACER. Thus, the need for separate login format standards. Beginning January 12, 2004, our login standard for all **new** CM/ECF accounts has been reversed (####aa). If you would like to change your login to the new standard, go to Utilities / Maintain Your ECF Account / More User Information.
- Don't forget about the Court's Fourth Annual Open House scheduled for January 29, 2004. For more details, including registration form, see [www.moeb.uscourts.gov](http://www.moeb.uscourts.gov).