

NOTICE OF ELECTRONIC FILING (NEF)

Updated 11/17/2022

What is a Notice of Electronic Filing?

- The Notice of Electronic Filing (“NEF”) is the electronic notice received by parties in a bankruptcy case upon the completion of filing of a document or pleading.
- An NEF is also the filing party’s proof of document filing with the court.

Who receives an NEF?

- All e-filers who are a party in a case receive electronic notices.
- Creditors listed on the mailing matrix do not receive an NEF of filing activity unless they are an e-filer and have filed a pleading (other than a proof of claim) in a case.
- The US Trustee automatically receives an NEF in all chapter 7, 11 and 12 cases and only in a chapter 13 if they are added as a party to the case.

How do I get an NEF?

- By becoming an e-filer and then e-filing a document (other than a proof of claim) in a case, an NEF is sent via e-mail; or
- By logging into CM/ECF through your individual PACER account, clicking on the Query hyperlink, clicking on Docket Report hyperlink, checking the box to “Include links to Notice of Electronic Filing” and then clicking on the “Run Report” button. To the left of each document number is a “silver ball” - clicking on this “silver ball” will generate a copy of the original NEF.
- To manage your NEF account, click on the Utilities hyperlink and select Maintain Your ECF Account. To make changes on where notices are to be sent, click the [**Email information**] button.

Do I get a “Free Look” at an image through an NEF?

- Yes, each NEF that is sent is allowed **ONE FREE LOOK** at the **DOCUMENT IMAGE “ONLY” from the document number hyperlink**. This **free look** is good for **one viewing** of the document at any time **within 15 days** of the issuance **of the e-mail**. However, the **case number link** to the **docket sheet** is **NOT free**; you must **access Pacer** which will incur **standard Pacer fees** to view the docket sheet.

How often will I receive NEF's?

- That depends on your preference. You have the option to receive an NEF for each and every document filed in a case to which you are a party, or you may choose to receive a summary e-mail which is sent once daily for all the activity of the previous 24-hour period for cases in which you are a party.

What information is available from an NEF?

- (1) The date and time of filing.
- (2) The case caption.
- (3) The case number is a hyperlink that will allow viewing of the docket sheet through Pacer. Standard Pacer charges will apply.
- (4) The document number, which is a hyperlink. If viewing the document for the first time through the e-mail, Pacer charges do NOT apply. Subsequently viewing the document will incur standard Pacer charges.
- (5) Docket text indicating what document was filed.
- (6) Electronic NEF recipient list.

Sample Notice of Electronic Filing Text

Notice of Electronic Filing

The following transaction was received from Attorney, Bill on 11/17/2022 at 11:17 AM EDT and filed on 11/17/2022 (1)

Case Name: Joe Debtor (2)

Case Number: [22-00500-hb](#) (3)

Document Number: [12](#) (4)

Docket Text: (5)

Plan Filed by Joe Debtor. (Attorney, Bill)

The following document(s) are associated with this transaction:

Document description: Main Document

Original filename: C:\Documents and Settings\Bill Attorney\Desktop\PDF Tank\Debtor Plan.pdf

Electronic document Stamp:

[STAMP bkecfStamp_ID=983900449 [Date=11/17/2022] [FileNumber=57449-0]

[10d30251e0502684a05451fdcca131ab87742e56112d2f205ebf85d3db5c7c5f893138eblea2723fc53bf32da4d3e5846c07654432a5115a173e414b914a8c29]]

Trustee ecf@ch13trustee.net

Bill Attorney attorney@yahoo.com

22-00500-jw Notice will not be electronically mailed to: