

CM/ECF User's Guide Part 2 US Bankruptcy Court, Southern District of Iowa	Chapter Processing New Cases
	Section Appeals – Appellant Designation

Docket

Appellant Designation

STEP 1	Select Bankruptcy or Adversary
STEP 2	Select Appeal
STEP 3	Enter Case Number
STEP 4	Select Appellant Designation
STEP 5	Check if joint filing with another attorney
STEP 6	Select Party Filer
STEP 7	Browse, locate, review and attach your PDF document (Include the Certificate of Service as party of the Appellant Designation PDF document.)
STEP 8	Relate to Notice of Appeal
STEP 9	Create Schedule Records. Select Notice of Appeal. DO NOT select: Create schedule records for current docket entry
STEP 10	Review Docket Text
STEP 11	Submit if accurate
STEP 12	Back up if changes required
STEP 13	Review Notice of Electronic Filing

SAMPLE DOCKET TEXT

Docket Text: Final Text

Appellant Designation Filed by John Miller on behalf of Carolyn Meadows (RE: related documents(s)[86] Notice of Appeal, filed by Debtor Carolyn Meadows) Transcript Due by 2/14/2003. Transmission of Designation Due by 2/14/2003. (Miller, John)

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