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| <b>CM/ECF</b><br><br><b>User's Guide</b><br><b>Part 2</b><br><br>US Bankruptcy Court, Southern District of Iowa | Chapter<br><br><b>US Trustee/Trustee Events</b> |
|   | Section<br><br><b>Orders</b>                    |

**Docket Text Only Order**

- The court will docket a **Docket Text Only Order** for all Iowa SDIA forms and trustee events requiring an Order when no objections are filed.
- Any parties that are **not** a party to the case with e-mail addresses in CM/ECF will NOT receive the Docket Text Only Order event via e-mail.
- The trustee will serve the Notice of Electronic Filing on the non-electronic participants who require servicing of the Order.

**Consent Order**

**The Chapter 13 and 13 trustee can submit unsigned Orders, i.e. Consent Orders via CM/ECF for the judge's signature. These are orders the judge directs during a hearing.**

**Docket**

**Submitted Consent Order**

|               |  |
|---------------|--|
| <b>STEP 1</b> | Select Bankruptcy  |
| <b>STEP 2</b> | Select Trustee/US Trustee  |
| <b>STEP 3</b> | Enter Case Number  |
| <b>STEP 4</b> | Select Submitted Consent Order   |
| <b>STEP 5</b> | Select Party Filer – Trustee   |
| <b>STEP 6</b> | Browse, locate, review and attach your PDF document<br>(Consent Order) |
| <b>STEP 7</b> | Review Docket Text   |
| <b>STEP 8</b> | Submit if accurate   |

**STEP 9**      Back up if changes required

**STEP 10**     Review Notice of Electronic Filing

**SAMPLE DOCKET TEXT**

Docket Text: Final Text

**Submitted Consent Order Filed by Trustee Thomas L. Flynn. (dmc, )**

- The court will print the Order and forward to the judge for signature.
- The court will docket and serve the Order using the BNC.

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