

# TNWB CLERK'S OFFICE NEWSLETTER

October 2023

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## **Chapter 13 Trustee's Continuing Legal Education brown bag luncheon**

On September 28, 2023, the Memphis Chapter 13 Trustees presented *Preferences and Best Practices of the Chapter 13 Trustees* during a CLE brown bag session. The CLE was sponsored by the Bankruptcy Section of the Memphis Bar Association. The program was held at the U.S. Bankruptcy Court. A link to the presentation is located at the top of the Trustee Information page under the Attorneys tab on the court's website or [here](#).

## **Web Claim Module now available**

The U.S. Bankruptcy Court for the Western District of Tennessee is pleased to announce the creation of a new training module. The module is designed to assist infrequent filers with filing a Web Claim online. This module will be beneficial for training new staff members or serving as a quick refresher for infrequent filers. You may view the module by clicking on the attached link: [Filing a Web Claim](#) or by visiting our website.

## **Community Outreach projects continue**

In September, the Memphis Clerk's Office collected non-perishable food (and non-food) items for the Mid-South Food Bank. Mid-South Food Bank provides food every month to children, families, and seniors. As the need for donations have increased due to the COVID-19 pandemic, Mid-South Food Bank pride themselves on being the leading food distributor in our region. The Clerk's Office was pleased to assist this great organization!

Also, in August and September the Jackson Clerk's Office, with the support of other court units, collected 84 pounds of snacks for the RIFA (Regional Inter-Faith Association) *Snack Backpack* food donation program. Unfortunately, many school-aged children go home to little or no food on the weekends. The RIFA's *Snack Backpack* ministry works to fill this gap by providing kid-friendly, easy-to-prepare, nutritious food for children who are at risk of going hungry on Saturdays and Sundays. Through this ministry, RIFA provides food packages to over 1,000 children at 14 elementary schools each week during the school year for a total of 36 weeks.

## **U.S. Bankruptcy Court – Western Tennessee Holiday Schedule 2023**

The judges have approved the following holiday schedule for 2023. The court will be closed **Friday, November 24, 2023** (the business day after the official Thanksgiving holiday), **Friday, December 22, 2023** (the business day before the official Christmas holiday), and **Friday, December 29, 2023** (the business day before the official New Year's holiday). The U.S. District Court – Western TN will observe these additional holidays as well. With this being the last newsletter for the calendar year, we want to wish you a wonderful holiday season and a happy and healthy 2024.

## **MBA's Bankruptcy Section Corner News**

### **REMINDER - Training for Zoom §341 Meetings**

**All Chapter 7, 12 and 13 §341 meetings in the Western District of Tennessee will transition to ZOOM video meetings.** If you were unable to attend a session and would like to receive ZOOM §341 meeting instructions and best practices, please request these documents by emailing [katie.l.ard@usdoj.gov](mailto:katie.l.ard@usdoj.gov).

### **2SLAC Clinic - Saturday, October 14<sup>th</sup>**

Join us and the Probate & Estate Section as we volunteer at the next Second Saturday Legal Clinic from 10:00 a.m. to 12:00 p.m. on Saturday, October 14<sup>th</sup>. Please click the [SignUp Genius link](#) to add your name to the volunteer list. Your time and services will truly be appreciated.

### **The Means Test - Friday, October 20<sup>th</sup>**

Join us for a virtual CLE with Carrie Ann Rohrscheib of the USTP as she goes over everything that you need to know about the Means Test in the Western District of TN, Western Division. [Click to Register!](#)

### **The Judge David S. Kennedy Annual Bankruptcy Conference - Friday, November 3<sup>rd</sup>**

In honor of Judge Kennedy, our annual seminar has been renamed the Judge David S. Kennedy Annual Bankruptcy Conference. This year's conference will be held at the Wade Auditorium of the University of Memphis Cecil C. Humphrey School of Law. Registration will open on Friday, October 6<sup>th</sup>. [Save the date!](#)

### **EMPLOYEE SPOTLIGHT: Joe Jones**

Joe is one of our Case Administrators in the Memphis Clerk's Office.

1. Where is your hometown? Memphis
2. Where did you go to high school? SouthSide High School in Memphis
3. What is your favorite movie? Double Jeopardy with Ashley Judd is one of his favorites.
4. What is your favorite book? The Bible and any type of autobiography.
5. What is your favorite sports team? Memphis Grizzlies of course!
6. Favorite place for a vacation? Anywhere on a cruise ship

## **Some Chapter 13 Event Codes and when to use them**

### **CHAPTER 13 CASE – COMPLETED WITHOUT DISCHARGE BUT NOT CLOSED**

For filing a Motion to Vacate Order on Completed Ch 13 Case Without Discharge. There is no fee required.

**\*\*New Event Code** - Vacate Order On Completed Ch 13 Case Without Discharge

Location of event: Bankruptcy > Motions/Applications (BK) > **Vacate Order On Completed Ch 13 Case Without Discharge**

Do NOT docket this event to a closed case. A chapter 13 case closed without discharge must be reopened before this event can docketed.

### **CHAPTER 13 CASE – DISMISSED BUT NOT CLOSED**

Instructions for Filing a Motion to Set Aside Dismissal and/or Motion to Reinstate Case in a dismissed case. No fee required.

Location of event: Bankruptcy > Motions/Applications (BK) > **Set Aside Dismissal**

Location of event: Bankruptcy > Motions/Applications (BK) > **Reinstate Case**

- To select both events - hold down the Ctrl key while selecting each event.

Do NOT docket either Set Aside Dismissal or Reinstate Case to a closed case.

- If a dismissed case has been closed, any party seeking to set aside the dismissal and/or reinstate the case must first file a Motion to Reopen.
- If the dismissed case has not been closed, only the Motion to Set Aside Dismissal and/or Reinstate Case is required.

### **CLOSED CHAPTER 13 CASE**

Instructions for filing a Motion to Reopen in a closed case. There is a fee required.

Location of event: Bankruptcy > Motions/Applications (BK) > **Reopen Ch. 13 Case**

Do not docket this event to an open chapter 13 case.

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**IF A CHAPTER 13 CASE IS CLOSED, IT MUST BE REOPENED BEFORE ANY OF THE MOTIONS SHOWN ABOVE CAN BE FILED.**