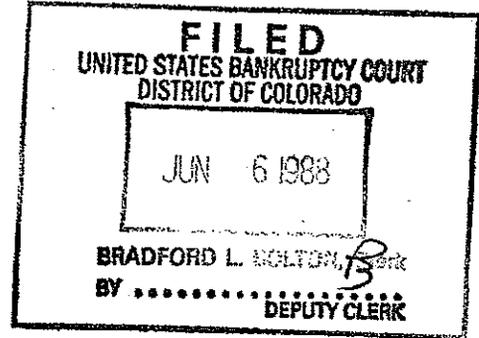


UNITED STATES DISTRICT COURT FOR THE DISTRICT OF COLORADO

IN BANKRUPTCY

In re:)
)
STANDING ORDER NUMBER 13)
)
)



ORDER DELEGATING AUTHORITY TO THE CLERK OR HIS DESIGNATED DEPUTY TO ENTER CERTAIN MINISTERIAL ORDERS ON BEHALF OF THE COURT

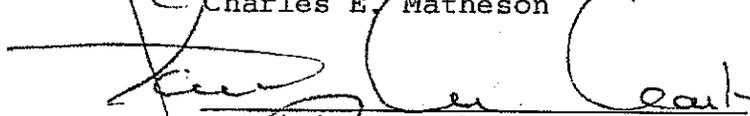
In the interest of efficient and expeditious administration of cases pending before the Court, it appears necessary to delegate to the Clerk or his designated deputy(ies) authority to enter certain ministerial orders on behalf of the Court under his own signature or the signature of his deputy in accordance with 11 U.S.C. 105(a). There being no adverse interest to the contrary, it is therefore

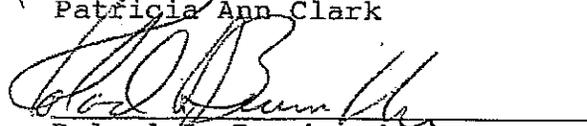
ORDERED that the Clerk shall, under his own signature or the signature of a designated deputy clerk, enter for and on behalf of the Court certain ministerial orders as itemized and, further described on the attachment hereto, subject to such additions and revisions as may be hereafter approved by the Court.

Dated in Denver this 6th day of June, 1988.

BY THE COURT:


Charles E. Matheson


Patricia Ann Clark


Roland J. Brumbaugh


Sidney B. Brooks

MINISTERIAL ORDERS MAY BE ENTERED BY THE CLERK OR HIS

DESIGNATED DEPUTY AS FOLLOWS:

1. Order Discharging Trustee and Closing Case in a No-Asset Case. The filing of a report by the trustee in a chapter 7 case stating that there are no assets subject to administration by the trustee constitutes the final report and account of the administration of the estate pursuant to 11 U.S.C. 704(9). Signature thereon by the trustee constitutes certification that the estate has been fully administered pursuant to Fed.R.B.P. 5009. If within 30 days no objection has been filed by the U. S. Trustee, or a party in interest, there shall be a presumption that the estate has been fully administered. Thereafter, but not before entry of the discharge, the Clerk shall enter the Order Discharging the Trustee and Closing The Case for and on behalf of the Court.
2. Order on Trustee's Supplemental Final Report, Motions For Discharge of the Trustee, and Closing Case. Upon the filing of a Trustee's Supplemental Report stating that final distribution of the funds of an estate has been completed, as evidenced by supporting documentation attached thereto, and approved by the U. S. Trustee, the estate is deemed to be fully administered and in accordance with 11 U.S.C. 350(a), the Clerk shall enter the Order discharging the trustee and closing the case for and on behalf of the Court.
3. Order Accepting Final Report And Discharging Trustee And In Completed and Dismissed Cases Closing Estate. The Chapter 13 Trustee shall file a Final Report and Request For Discharge of Trustee stating that a final report has been filed pursuant to 11 U.S.C. 1302(b)(1) and that administration of the Chapter 13 case has been completed as evidenced by supporting documentation attached thereto. If within 30 days after, no objection has been filed by the U.S. Trustee or a party in interest, there shall be a presumption that the estate has been fully administered and the Clerk shall enter the Order Discharging Trustee. In addition, if a statement is included in the motion that all provisions of the plan have been completed, and after entry of the discharge of debtor, then in accordance with 11 U.S.C. 350(a), the Clerk shall further enter the Order Closing Estate for and on behalf of the Court.

CEM
PAC
RJB
SBB
DEC

Amend Standing Order 13 to add:

4. Order Reopening Case. When it appears a case was closed due to clerical error, the Clerk shall enter the Order reopening the case and waiving the filing fee for reopening the case for and on behalf of the Court.
5. Order Reopening Adversary Proceeding. When it appears that an adversary proceeding was closed and a related proceeding remains open and pending, the Clerk shall enter the Order reopening the matter for the purpose of dealing with said pending matter and waiving the filing fee for reopening the matter for and on behalf of the Court.
6. Order For Procedure in an Involuntary Case. Upon entry of the Order For Relief pursuant to 11 U.S.C. 303(h), the Clerk shall enter an Order For Procedure pursuant to B.R. 1007(a)(2) directing the debtor to file within 15 days after entry of the Order For Relief a list containing the name and address of each creditor unless a schedule of liabilities has been filed. In the event the debtor does not comply with this Order For Procedure, then the Clerk shall enter an Order For Procedure pursuant to B.R. 1007(k) directing the trustee, each petitioning creditor, a committee, or any other interested party to prepare and file the list of creditors required by B.R. 1007(a)(2).
7. Order Vacating Order of Dismissal and Reinstating Case. When a review of a case file indicates that an order was entered dismissing a case for failure to cure deficiencies in filings when, in fact, an order extending the time to file had been entered, the Clerk shall enter the Order Vacating Order of Dismissal and Reinstating Case for and on behalf of the Court.
8. Order Vacating Order of Dismissal and Reinstating Case. When a review of a case indicates that an order was entered dismissing a case for failure to cure deficiencies in findings and that the published notice provides that the order be set aside if the deficiency is cured before the Order Dismissing Case becomes final, and that the deficiencies have been cured, the Clerk shall enter the Order that the order dismissing the case be and is vacated and that the case is reinstated and shall be set for a meeting of creditors upon notice.

08/02/88

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[Handwritten initials and signatures]
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9. Order for Payment of Filing Fees in Installments, Order Denying Payment of Filing Fees in Installments, and Notice of Dismissal in the Event of Default. Upon filing of an Application to Pay Filing Fee in Installments by the debtor pursuant to Rule 1006(b)(2), Fed.R.Bank.P., in a format that substantially complies with Official Form 3, and provided that the debtor has not defaulted on an obligation to pay the filing fee in installments in a prior case, the Clerk shall enter the Order for Payment of Filing Fee in Installments and Notice of Dismissal in the event of Default on behalf of the Court. Said Order shall be in substantial conformity with Official Form 3 as amended for the District of Colorado, to wit, shall require no more than four installments, the final installment of which shall be made no later than 120 days after filing of the petition, and shall include a statement that until the filing fee has been paid in full, the debtor shall neither pay any money nor relinquish any property for services in connection with the case. In the event the official records demonstrate the dismissal of a prior bankruptcy case filed by the debtor and at the time of dismissal the debtor had failed to pay the filing fees in full according to the terms of an installment fee order, the Clerk shall enter an Order Denying Payment of Filing Fees in Installments.

December 3, 2004

SBB SMB
ABC OC
EEB ✓
HRT HRT
MER MER

¶s 10, 11 + 12
vacated per
GPO 2009-3

13. Closing or Dismissal of Duplicate Petitions Entered in Error. If an attorney contacts the court in writing prior to the close of court business hours on the same day that the attorney filed a duplicate case in error, the erroneous case will be closed and the filing fee will be backed out of the payment system. If action is not taken on the day the petition is filed, the attorney must file a motion to dismiss the duplicate petition filed in error and, if the motion is filed within three business days of the erroneous filing, the attorney is only required to serve the trustee, United States Trustee and the debtor(s) to avoid undue confusion, delay and cost. The clerk or his designated deputy shall prepare above his or her signature and enter an order Dismissing Duplicate Petition Entered in Error. Consistent with Judicial Conference policy generally prohibiting the refund of fees, the Clerk is directed to deny any requests to refund the filing fee.

HRT HRT

SBB SMB

ABC ABC

EEB EEB

MER MER

Dated this 21 of October, 2010.

14. Order for Turnover. Upon filing of a motion or application for entry of an order directing the debtor to turn over property of the estate to the trustee, and upon finding that one of the following conditions are met:

- a. In the event the debtor and trustee **previously entered** into a stipulation for said turnover and the debtor and debtor's counsel, if any, were served a copy of the motion or application for entry of an order for turnover;
- b. In the event the debtor and trustee **did not previously enter** into any prior stipulation for said turnover but the debtor and debtor's counsel, if any, were served with (1) a copy of the motion or application for entry of an order for turnover and (2) a notice providing them not less than fourteen days in which to file a written objection to the motion, no less than fourteen days have passed since the debtor was served a copy of the motion or application and notice, and the debtor did not file an objection to said motion or application; or
- c. In the event the debtor and trustee **did not previously enter** into any prior stipulation for said turnover but the debtor and debtor's counsel, if any, were served with (1) a copy of the motion or application for entry of an order for turnover and (2) a notice mailed or electronically served by the Clerk providing them not less than fourteen days notice in which to file a written objection to the motion, no less than fourteen days have passed since the debtor was served a copy of the motion or application and notice, and the debtor did not file an objection to said motion or application

the Clerk shall enter a virtual text order, to be provided to the trustee, debtor and debtor's counsel, if any, as follows:

ORDER FOR TURNOVER OF PROPERTY OF THE ESTATE: Upon filing of the trustee's properly pled motion/application for entry of an order directing the debtor to turn over property of the estate, and the trustee either (1) having previously entered into written stipulation with the debtor for said turnover or (2) debtor having been provided no less than thirteen days notice of an opportunity to object to said motion/application for turnover and the debtor failing to object to the entry of an order approving said motion/application for turnover, and pursuant to authorization granted to the undersigned by the Court in paragraph 14 of Standing Order Number 13, IT IS ORDERED that no later than fourteen days after entry of this order, the debtor shall turn over to the trustee property of the estate as described in said application/motion. For the Court:
Bradford L. Bolton, Clerk.

Amended November 18th, 2009, to be effective December 1, 2009.

SBB *SBB*
ABC *ABC*
EEB *EEB*
HRT *HRT*
MER *MER*