

FILED
March 18, 2015
U. S. Bankruptcy Court
District of Colorado
Kenneth S. Gardner, Clerk

UNITED STATES BANKRUPTCY COURT
FOR THE DISTRICT OF COLORADO

IN THE MATTER OF DISPOSING OF
PAPER SEALED RECORDS

GENERAL PROCEDURE ORDER NUMBER 2015-3

This matter comes before the Court to address the issue of disposing of official sealed records retained in paper by the Court. Pursuant to guidance and recommendations from the Judicial Conference and Administrative Office of the U.S. Courts, and pending the adoption of a Local Bankruptcy Rule addressing the issue, the Court determines that it is appropriate to create a disposal mechanism of such official paper records to unseal and dispose of the sealed material after an effort to notify the parties who requested the seal. Accordingly, it is

ORDERED that when a case is closed in which the Court is holding official paper records upon which an order restricting or sealing a paper document has been entered, the clerk must maintain such paper version of the sealed document for a period of 63 days following the final disposition of the case including appeals. Except where the court, at the request of a party or on its own motion, orders otherwise, at the end of the 63-day period the clerk shall return any such paper sealed documents to the submitting attorney or party. If reasonable attempts by the clerk to return the paper sealed documents are not successful, the clerk may destroy them.

Dated: March 18, 2015

BY THE COURT:

s/_____
Michael E. Romero, Chief Judge
Sidney B. Brooks, Judge
A. Bruce Campbell, Judge
Elizabeth E. Brown, Judge
Howard R. Tallman, Judge