

MEMORANDUM RE: CANTON TRANSITION
NEW ORDER SUBMISSION PROTOCOL

As previously announced, Canton cases will be handled by Judges Gustafson, Patton and Whipple starting on October 1, 2022, after Judge Kendig's retirement. There will be some changes in procedure and scheduling to facilitate the transition and the work of the court going forward.

One change will be timing of submission of proposed orders as specified by the court's Electronic Case Filing (ECF) Administrative Procedures Manual. The referenced Procedures Governing Submission of Proposed Orders appear on the court's website under the tab for Judges' Info, which will be amended upon Judge Kendig's retirement to reflect this transition procedure.

Judge Kendig's procedure specifies that all proposed orders shall be submitted electronically using the ECF E-Orders module, as do the procedures for Judges Gustafson, Patton and Whipple. That requirement will continue. While a proposed order may and sometimes must be attached to a filing, *e.g.*, Bankruptcy Rule 4001(b)(1), it must also be submitted separately through the ECF E-Orders module.

All three transition judges also require that **"All proposed orders must be submitted electronically at the time of filing of the motion, application or other document seeking relief from the Court."** The three judges are adopting this same order submission timing requirement in connection with their handling of Canton cases. This is a change from the existing procedure in Canton.

This change will be effective on October 1, 2022, and required on and after that date. However, submission at time of filing may commence immediately, and orders so submitted will no longer be returned by the Clerk's office. On and after October 1, 2022, no action will be taken on a filing until a proposed order has been submitted. The Clerk's office will monitor submission and as necessary enter a deficiency notice to obtain compliance. If that occurs and is not successful, the Clerk will refer the matter to the relevant judge to address, including by Order to Show Cause for possible denial or striking of the filing from the record.

September 15, 2022