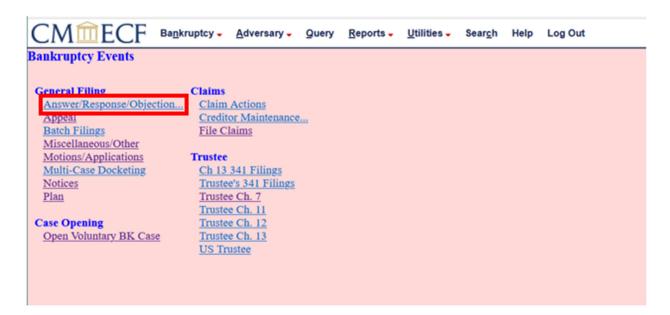
## **Objection/Response to Motion**

This will go over the screens of how to file an Objection/Response to Motion. Prior to starting the action, you will need to verify any information that needs to be redacted is redacted in your word document of the Objection/Response to Motion. Then please print your Objection/Response to Motion document into PDF format (which flattens the document). NOTE: Do not just save the word document as a PDF because that does not flatten the document and may allow for editing to occur.

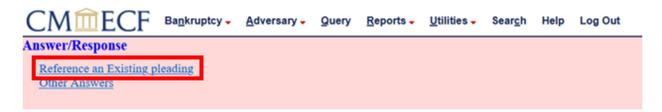
Click on Bankruptcy on the CM/ECF Main Menu Bar.



Click on Answer/Response/Objection... under General Filing.

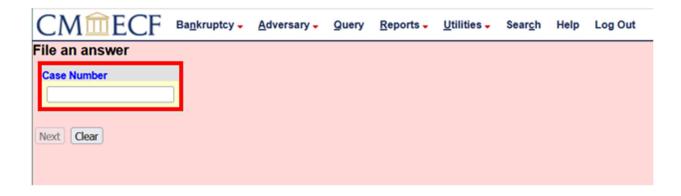


Click on Reference an Existing pleading.





## Enter the Case Number.



## Click on Next.



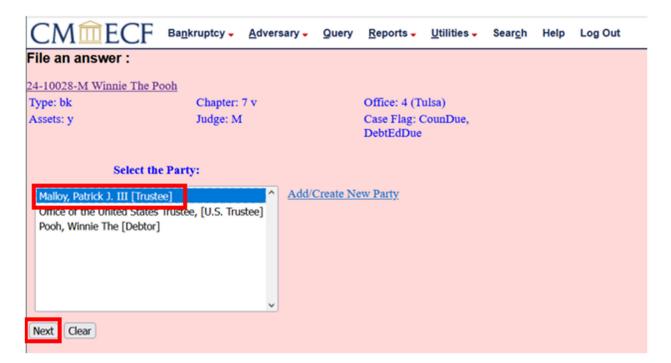
We are filing an Objection to the pending motion. Click on **Objection**, and then click **Next**.



The next screen is a waring. Our objection is not to a plan, and we are not Joint filing with other attorney(s), so we will not click the box. Click **Next**.



Select the Party that you are filing this Objection on behalf of and click Next.



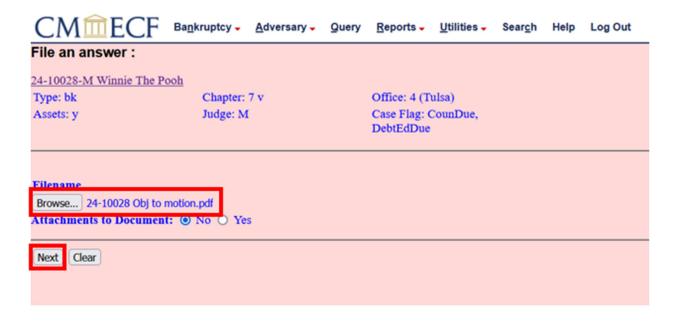
Check which associations should be created for this case since it is the first time filing as an attorney for the trustee. We are going to leave Malloy, Patrick J. III (tr:tr) represented by TestAccount, Trustee (aty) checked. Click Next.



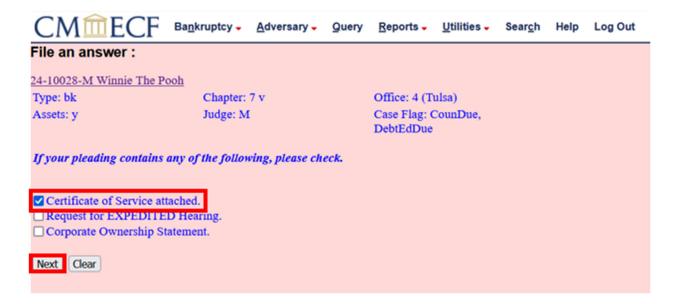
You are now ready to navigate to find the PDF of the Objection/Response to Motion that has already been created. Click on **Browse** to navigate to your Objection/Response to Motion on your computer. When filing in the live database, right click and view the document prior to selecting. The PDF you attach will be an officially filed document with the court and cannot be deleted once it has been filed.



After selecting the document, click on Next.



The next screen is asking if we have a **Certificate of Service attached, Request for EXPEDITED hearing**, or **Corporate Ownership Statement**. We do have a **Certificate of Service**, so check the box next to it. Then, click **Next**.



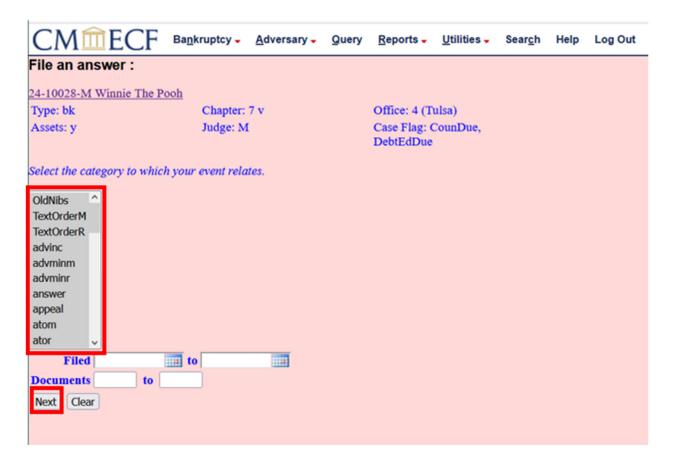
The next screen asks if this is a corrective or amended filing, which it is no. Leave the default **No** checked and click **Next**.



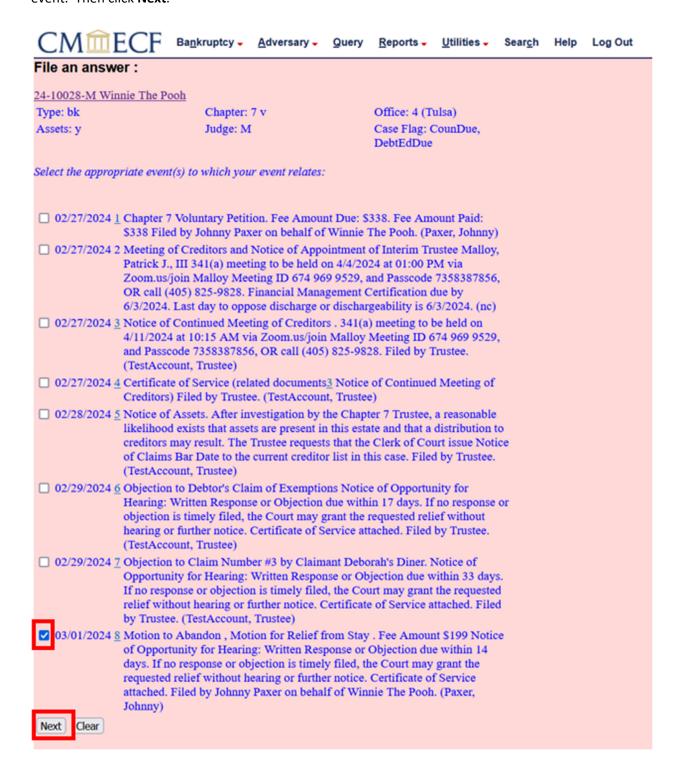
This screen is asking the category to which your event relates.



We are going to select all events and click **Next**.



Select the appropriate event(s) to which your Objection relates by clicking the box next to the specific event. Then click **Next**.





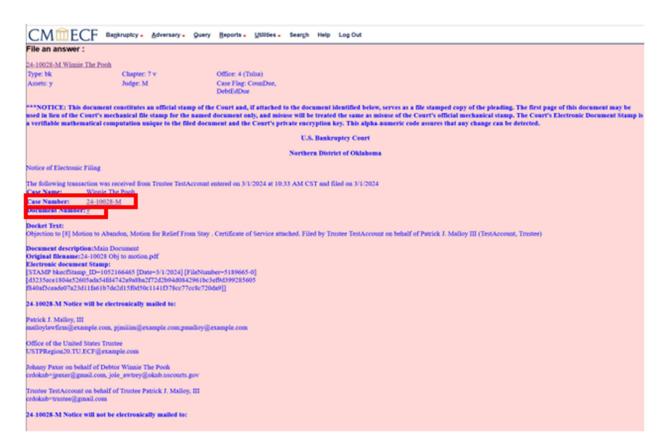
Docket Text Screen displays. Review the docket entry and add any additional text, if needed. We do not need to add any additional next, so click **Next**.



The Final Text Screen displays. You will have no further opportunity to modify this submission if you continue. If there are no modifications to be made to the docket text, click on the **Next** button. If you need to modify the docket text, click on the **Back** button to the appropriate screen and make corrections. Remember, once you change a screen, you must complete all screens after that point again. Our docket text is fine, so click **Next**.



The Notice of Electronic Filing will appear. The Notice of Electronic Filing screen display is the verification that the filing has been sent electronically to the court's database. Clicking on the case number hyperlink will display the docket report for this case. Click on Run Report to view the docket sheet. Clicking on the document number hyperlink will display the PDF image of the document just filed.



If you have any questions regarding filing in the CM/ECF system, you can contact the CM/ECF Helpdesk using one of the following methods.

Phone: 918-699-4072

Email: cmecf@oknb.uscourts.gov