

United States Bankruptcy Court
Northern District of Illinois
Limited Filer ECF Certification Assignment

This exercise is to be completed by the Limited Filer who will receive an ECF login and password with filing capability.

Complete the exercise by accessing the CM/ECF Training database located at <http://www.ilnb.uscourts.gov/cmEcf/publicEcfDef.html> from your office. The exercise will require that documents be created and then converted to PDF documents to complete the exercise.

Online instructions can be accessed after you have logged on to CM/ECF. Click the book icon located on the main menu bar.



All steps should be completed for successful certification.

- Step 1** File a Proof of Claim on behalf of your company
- Step 2** File a Transfer of Claim on behalf of your company.
- Step 3** File a Request for Notice
- Step 4** File a Withdrawal of Document to withdraw the Transfer of Claim you filed in Step 2.
- Step 5** File a Reaffirmation Agreement with debtor on behalf of your company.

Once completed, please send an email to the Training Department at ECF_Train@ilnb.uscourts.gov, advising your assignment is ready to be reviewed for certification.