

Local Bankruptcy Rules -- Northern District of Ohio

Rule 5005-1 FILING PAPERS – REQUIREMENTS

(a) *Form.* Except as otherwise ordered by the Court, all documents presented for filing or lodging in paper format either by mail or over the counter:

(1) Shall be printed, typewritten, or hand printed in ink on 8½ x 11 inch white paper. The Clerk may accept different sized documents, such as computer printouts.

(2) Shall be prepared on only one side of the document. No duplex or double-sided printing will be accepted.

(3) Shall not be pre-punched.

(b) *Facsimile Transmissions.* The Clerk shall not accept for filing any facsimile transmission unless ordered by the Court.

(c) *Signatures.* Signatures on the petition, pleadings, motions, and other documents submitted to the Court, either by conventional means or by electronic means established by the Court, shall include the attorney's typewritten name, firm affiliation, if any, address, telephone number, facsimile number, e-mail address, and Bar Registration Number. The signature of an attorney on any document filed by electronic means shall be indicated as "s/name."