

**UNITED STATES BANKRUPTCY COURT  
WESTERN DISTRICT OF LOUISIANA  
SHREVEPORT and MONROE DIVISIONS**

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**STANDING ORDER REGARDING 11 U.S.C. § 521(a)(1) DOCUMENT FILING  
REQUIREMENTS IN CHAPTER 13 CASES (SHREVEPORT DIVISION) AND  
CHAPTER 7 CASES (SHREVEPORT and MONROE DIVISIONS) AND  
AUTHORITY GRANTED TO THE BANKRUPTCY CLERK OF COURT  
TO AUTOMATICALLY DISMISS CASES WHEREIN DOCUMENTS ARE  
NOT FILED TIMELY**

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Pursuant to 11 U.S.C. § 521(a)(1) and Rule 1007(c) of the Federal Rules of Bankruptcy Procedure, Chapter 7 and Chapter 13 debtors have a duty to file all schedules, statements and other required documents either with the petition for relief or within 14 days thereafter unless the Court orders otherwise, i.e., grants an extension. Additionally, pursuant to F.R.B.P. 3015, if the case is a Chapter 13 case, the Debtor is also required to file a plan either with the petition for relief or within 14 days thereafter.

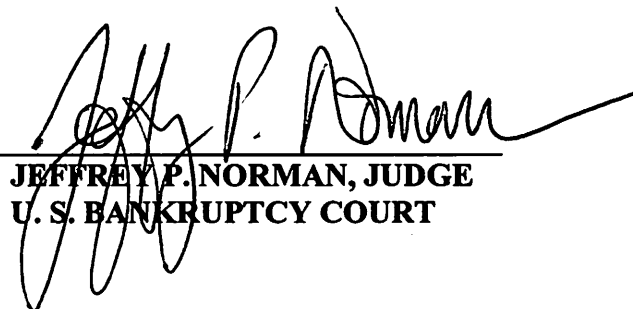
Because there is a persistent problem with required documents not being timely filed in the Shreveport and Monroe Divisions in cases over which this Court presides, it is necessary that action be taken to resolve same. Accordingly, pursuant to 11 U.S.C. § 105(a) and the inherent power and duty of this Court to manage its dockets:

**IT IS ORDERED** that the Bankruptcy Clerk of Court shall enter an order of dismissal in any Chapter 7 or Chapter 13 case wherein no extension for filing schedules and/or statements and/or a plan, if applicable, has been granted and the schedules and/or statements and/or plan, if applicable, have not been filed within the 14 days of the entry of an order for relief. **The order of dismissal in such cases shall be entered by the Clerk on the 15<sup>th</sup> day after the entry of an order of relief if no extension has been granted.**

**IT IS FURTHER ORDERED** that the Bankruptcy Clerk of Court shall enter an order of dismissal in any Chapter 7 or Chapter 13 case wherein an extension was granted to files schedules and/or statements and/or a plan if the case is a Chapter 13 case, and the extension has expired without all of these documents having been filed; **the Clerk shall enter said order on the day immediately following the expiration of the extension.**

**IT IS FURTHER ORDERED that this Standing Order shall only apply to those Shreveport and Monroe Division cases which are presided over by Judge Jeffrey P. Norman.**

**THUS DONE AND SIGNED in Shreveport, Louisiana, the 17<sup>th</sup> day of October 2014.**



**JEFFREY P. NORMAN, JUDGE  
U. S. BANKRUPTCY COURT**