

INSTRUCTIONS RE: CH. 13 CONFIRMATION AND WAGE ORDERS

CONFIRMATION ORDER

Effective immediately the debtor's attorney is responsible for partially preparing the Order of Confirmation using Local Form #1350.

The form must be typewritten and must not be completed until after the final 341(a) to ensure the most recent terms agreed upon are included. **ONLY INCLUDE** those modifications or amendments agreed to by all necessary parties. If there is any dispute, the final information will be added at the confirmation hearing.

The form must be received by the trustee NOT LESS THAN ONE WEEK BEFORE the confirmation hearing.

ORDER DIRECTING CHAPTER 13 PAYMENT TO TRUSTEE (Wage Order)

If payments are to be made by the debtor's employer and therefore a "wage order" is appropriate, Local Bankruptcy Form #1351L, #1351R or #1351Y **MUST ALSO** be prepared using the most current version of the form available as of the date it is utilized, **AND** which pertains to the proper trustee (i.e., "L" for Fred Long, "R" for Robert Ridgway, "Y" for Rick A. Yarnall). Generally, the applicable form must be sent to the trustee along with the confirmation order (i.e., at least one week before the confirmation hearing). However, if payments to the trustee are to begin prior to confirmation, the order need not be presented to the trustee but must be filed with the court.

If payments are to vary during the life of the plan, use only the figure for the first payment. When payments are to be increased or decreased, an amended wage order must be submitted to the court.

TERMINATION OF ORDER DIRECTING CH. 13 PAYMENT TO TRUSTEE (Wage Order)

If the debtor wishes to terminate an existing "wage order," then Local Bankruptcy Form #1351.5 must be used **AND** be **FULLY COMPLETED**.