

UNITED STATES BANKRUPTCY COURT
MIDDLE DISTRICT OF FLORIDA
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In re)
)
ORDER REQUIRING PHOTO) Administrative Order
IDENTIFICATION,) FLMB-2014-3
)
_____)

**ADMINISTRATIVE ORDER REQUIRING
PHOTO IDENTIFICATION BY UNREPRESENTED PARTIES**

In order to prevent abusive and fraudulent bankruptcy filings, effective **September 1, 2014**, every unrepresented party, including debtors wishing to file a voluntary bankruptcy petition and petitioning creditors wishing to file an involuntary petition in any division of the United States Bankruptcy Court for the Middle District of Florida, must provide acceptable photo identification at the time of filing. In addition, any individual filing a petition on behalf of an unrepresented party also must provide acceptable photo identification at the time of filing. Failure to supply acceptable photo identification will result in an *immediate* hearing before the Court to determine whether the Clerk should accept the papers. Accordingly, it is

ORDERED:

1. Any party, including debtors and creditors, who are not represented by a lawyer may file either voluntary or involuntary petitions initiating a bankruptcy case in the proper division of the United States Bankruptcy Court (“Unrepresented Party”) in person or by mail in the Clerk’s Office.
2. Each Unrepresented Party, including *both* joint debtors and every petitioning creditor, must provide acceptable photo identification at the time of filing, regardless of whether the filing is by mail or in person at the Clerk’s office.

3. In addition, any person bringing a petition to the Court on behalf of an Unrepresented Party also must provide acceptable photo identification at the time of filing.

4. Acceptable photo identification includes a United States government issued photo ID, a state issued photo ID, or an identity card issued by a national government authority, e.g., driver's license, passport, military ID, or resident alien card.

5. In addition to the required photo identification, each Unrepresented Party must submit a Statement of Social Security Number, listing the *full* social security number of each debtor, with the petition at the time of filing.

6. If the Unrepresented Party or the person acting on behalf of the Unrepresented Party appears in person at the Clerk's office but fails for any reason to supply acceptable photo identification or to submit a complete Statement of Social Security Number, the Clerk is directed to immediately escort, with the help of a Court Security Officer, if needed, the Unrepresented Party or their agent to a Bankruptcy Judge for determination as to whether the Clerk should accept the papers. If the papers are submitted by mail and do not contain the required acceptable photo identification or a completed Statement of Social Security Number, the Clerk is directed to immediately submit the papers for review by a Bankruptcy Judge for determination as to whether the Clerk should accept the papers.

DONE AND ORDERED in Orlando, Florida, on August 13, 2014.



KAREN S. JENNEMANN
Chief United States Bankruptcy Judge

SERVICE LIST

Hon. Karen S. Jennemann
Chief United States Bankruptcy Judge

Hon. Jerry A. Funk
United States Bankruptcy Judge

Hon. Paul M. Glenn
United States Bankruptcy Judge

Hon. Michael G. Williamson
United States Bankruptcy Judge

Hon. K. Rodney May
United States Bankruptcy Judge

Hon. Catherine Peek McEwen
United States Bankruptcy Judge

Hon. Caryl E. Delano
United States Bankruptcy Judge

Hon. Cynthia C. Jackson
United States Bankruptcy Judge

Hon. Arthur B. Briskman
United States Bankruptcy Judge

Lee Ann Bennett, Clerk of Court
Middle District of Florida

Jason Kadzban, Chief Deputy
Middle District of Florida

Charles Kilcoyne, Deputy-in-Charge
Tampa Division

Gull Weaver, Deputy-in-Charge
Jacksonville Division

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