

UNITED STATES BANKRUPTCY COURT
MIDDLE DISTRICT OF FLORIDA
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In re)
)
ADMINISTRATIVE ORDER) Administrative Order
PRESCRIBING PROCEDURES FOR) FLMB-2015-3
FILING PAPERS UNDER SEAL,)
)
_____)

**ADMINISTRATIVE ORDER PRESCRIBING
PROCEDURES FOR FILING PAPERS UNDER SEAL**

Effective June 15, 2015, parties seeking to file papers under seal in the Middle District of Florida shall comply with the following procedures. Accordingly, it is

ORDERED:

1. Motion to File Paper Under Seal. If a party seeks to file a paper under seal, the party shall electronically file via CM/ECF a motion for authority to file the paper under seal (“Motion to Seal”) using the “Motion to Seal” docket event and shall submit a proposed order using the order submission procedures posted on the Court’s website. The moving party shall not file the paper requested to be placed under seal until the order granting the Motion to Seal is entered.

2. Papers Filed Under Seal Pursuant to Court Order Shall be Filed Electronically. If the Motion to Seal is granted, unless otherwise specifically directed otherwise by the Court, the paper permitted to be filed under seal shall be filed in a portable document format (PDF) via CM/ECF using the “Sealed Document” docket event.

3. Viewing Restrictions. The Clerk shall restrict CM/ECF access to the Motion to Seal, the order granting or denying the Motion to Seal, and any papers filed under seal to the judge assigned to the case or adversary proceeding until the Court lifts the viewing restriction.

Dated: May 19, 2015.



KAREN S. JENNEMANN
Chief United States Bankruptcy Judge

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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

Raymond Waguespack, Operations Deputy
Middle District of Florida

Charles Kilcoyne, Deputy-in-Charge
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Gull Weaver, Deputy-in-Charge
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