

MEMORANDUM

To: All Bankruptcy Practitioners

From: Judge Jessica E. Price Smith

Date: August 26, 2011

Subject: Notification of Resolved Contested Matters

Effective August 29, 2011, notification of the resolution of contested matters, including agreed orders, consent judgments, settlements, and withdrawals on cases assigned to Judge Jessica E. Price Smith must be communicated via email to **agreedorders-jps@ohnb.uscourts.gov** at least 24 hours before the scheduled hearing. When communicating the resolution of a contested matter by email, the subject line must include the hearing date, debtor's name, case number, and nature of the resolution as follows:

To:
Cc:
Bcc:
Subject:

To ensure that the resolution of a contested matter is reflected on the final docket in a timely manner, practitioners are strongly encouraged to commence case-related discussions well in advance of scheduled hearings. Failure to notify the Court of an agreement at least 24 hours before the matter is scheduled to go forward will result in counsel being required to appear at the scheduled hearing.

Thank you for your cooperation.