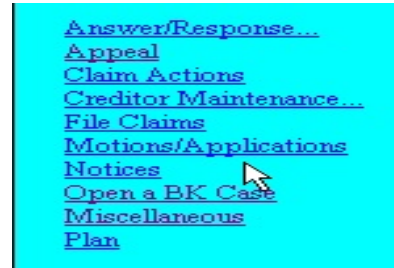
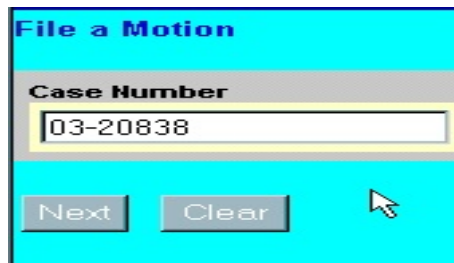


**Avoid Lien on Household Goods**

**STEP 1** Select **Bankruptcy** from the *Main Menu*, and then click on **Motions / Applications** hypertext link.



**STEP 2** The **Case Number** entry screen displays.



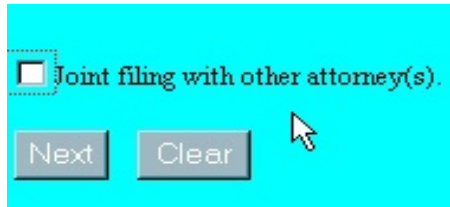
- ◆ **Case Number** - enter a case number in *YY-NNNNN* format.
- ◆ Click on the **Next** button

**STEP 3** A list of the type of **motions/applications** displays.



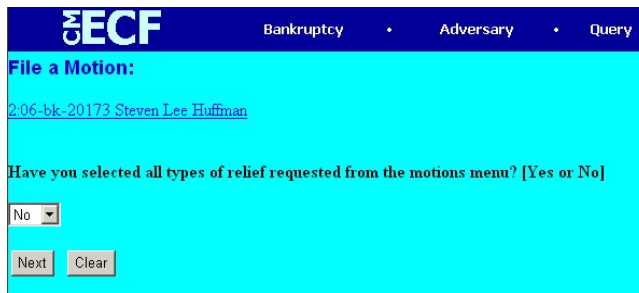
- ◆ Using the up and down arrows to the right of the box, scroll through the options to highlight **Avoid Household Goods Lien**.
- ◆ Click on the **Next** button.

- ◆ A checkbox is also displayed above the **Next** button on this screen.



- ◆ Click in the **Joint filing with other attorney(s)** box if filing jointly with another attorney. If not, leave blank.
- ◆ Click on the **Next** button.

**STEP 4** The **File a Motion** screen displays.



- ◆ Choose **Yes** or **No** and click **Next**.
  - ▶ If 'No' is selected, the following screen will display.



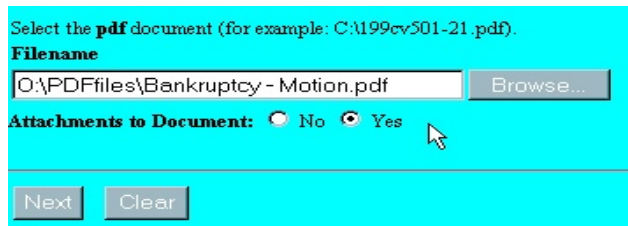
- ▶ Click the back button on the browser menu until the select the type of **motion/application** being filed screen displays and select the other types of relief (motions/applications) being filed.

**STEP 5** The **Select the Party** screen displays.



- ◆ Click on the debtor(s) name. If joint debtors, click on first name, hold down the **Ctrl** button and click on the next name.
- ◆ Click on the **Next** button.

**STEP 6** The **Select the pdf document** screen displays.



- ◆ Type the path and file name in the blank box, or
- ◆ Click on the **Browse** button to navigate to the appropriate directory and file.
- ◆ Click on the **Yes** radio button to **attach the Proposed Order** and any additional documents, (e.g. an exhibit, appendix).
- ◆ Click on the **Next** button.

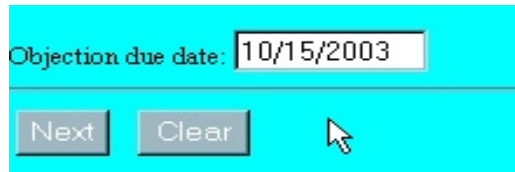
**STEP 7** The **Select one or more attachments:** screen displays.

- ◆ Use the **Browse** button to navigate to the location of all necessary files.
- ◆ **Type** - click on the down arrow to select the type of attachment, if listed.
- ◆ **Description** - type in any additional description if needed.
- ◆ **Add to List** - click this button to add selected attachment to list. As documents are added to list, they will appear in the filename list box.
- ◆ Click on the **Next** button.

**STEP 8** The **Lienholder, Notice of Motion and Certificate of Service** screen displays.

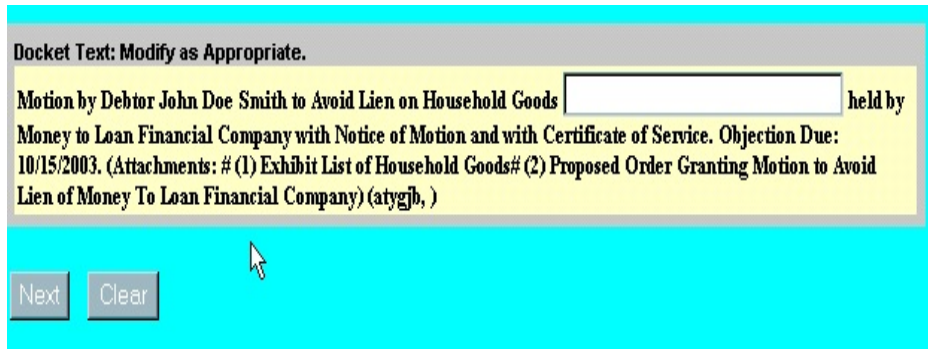
- ◆ Enter the name of the lienholder.
- ◆ Type a lowercase 'y' if your document contains a Notice of Motion.
- ◆ Type a lowercase 'y' if your document contains a Certificate of Service.
- ◆ Click on the **Next** button.

**STEP 9** An **Objection due date** screen displays.



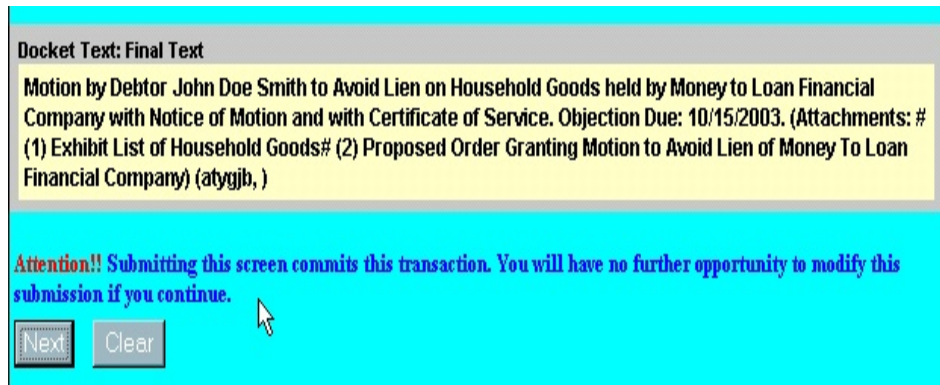
- ◆ The objection date defaults to a 20-day notice.
- ◆ Click on the **Next** button.

**STEP 10** The **Modify Text** screen displays to allow you to add more detail to the docket text.



- ◆ Click on the **Next** button.

**STEP 11** The **Docket Text: Final Text** screen displays. This is the **LAST** opportunity to verify the accuracy of the information. Submission of this screen is **final**.



- ◆ Verify the final docket text. If correct, click **Next**.
- ◆ If the final docket text is incorrect, click on your **Browser’s Back** button to correct your entries or click on the **Bankruptcy** hyperlink on the *Menu Bar* to abort or restart your entry.

**STEP 12** The **Notice of Electronic Filing** screen will display showing the essential data for this filing. Scroll down to view the entire receipt.

Notice of Electronic Filing

The following transaction was received from atygb, entered on 9/25/2003 at 2:17 PM EDT and filed on 9/25/2003

**Case Name:** John Doe Smith  
**Case Number:** [2:03-bk-20838](#)  
**Document Number:** [2](#)

**Docket Text:**  
 Motion by Debtor John Doe Smith to Avoid Lien on Household Goods held by Money to Loan Financial Company with Notice of Motion and with Certificate of Service. Objection Due: 10/15/2003. (Attachments: # (1) Exhibit List of Household Goods# (2) Proposed Order Granting Motion to Avoid Lien of Money To Loan Financial Company) (atygb, )

The following document(s) are associated with this transaction:

**Document description:**Main Document  
**Original filename:**O:\PDFfiles\Bankruptcy - Motion.pdf  
**Electronic document Stamp:**  
 [STAMP bkecfStamp\_ID=1019576470 [Date=9/25/2003] [FileNumber=4753-0] [ e364ebd25d4a2892ba254ba16651e6bdb0770f22639739fb846af4b12d441ffaccfcd 66d4b06ef1189e20175e5df970776198b4cb8086e15714eebb64b4c21b]]

**Document description:**Exhibit List of Household Goods  
**Original filename:**O:\PDFfiles\Bankruptcy - Exhibit.pdf  
**Electronic document Stamp:**  
 [STAMP bkecfStamp\_ID=1019576470 [Date=9/25/2003] [FileNumber=4753-1] [ 66968cffb1b5d921186b175154dd22b7024f86e24ad20151d319ef7a6ed6c1b5585fbc