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[Home](#) > [Miscellaneous](#) > Release From Active Duty

Click the **Bankruptcy** hyperlink on the CM/ECF Main Menu.

Click **Miscellaneous** hyperlink.

Enter **Case Number**

Click **Next**.

Select **Release from Active Duty** click **Next**.

Select the **Party**. If not listed, click **Add/Create New Party**

Note: If it is your first time docketing on a case the following message will display:

"The following attorney/party associations do not exist for this case.

Please check which associations should be created for this case."

Place a check mark in the box to establish the association.

Click **Next**.

Associate the pdf file of the **Release from Active Duty**, click **Next**.

Click **Next**.

Note: The following message displays:

Which [debtor](#)  served in the reserves or in homeland defense activities?

Enter the appropriate answer, click **Next**.

Note: The following message displays:

Is the debtor on active duty and claiming the temporary exclusion?

Enter the appropriate answer, click **Next**.

Edit the docket text if necessary.

Click **Next**.

Review final docket text.

Click **Next**.

Manual Chapter:

Miscellaneous

Source URL (modified on 04/20/2016 - 4:44pm):

<http://www.canb.uscourts.gov/ecf/efiling-manual/release-active-duty>