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

Click **Stipulations** hyperlink.

Enter **Case Number**, click **Next**.

Scroll down and select **Stipulation to Appoint Resolution Advocate**, click **Next**.

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

Click **Next**.

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**.

Click **Next**.

Associate the pdf file of the **Stipulation to Appoint Resolution Advocate**, click **Next**.

Please enter the name of the designated resolution advocate.

Please select a matter type .

Edit the docket text if necessary.

Click **Next**.

[Review final docket text.](#)

Click **Next**.

Manual Chapter:

Stipulations

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<http://www.canb.uscourts.gov/ecf/efiling-manual/stipulation-appoint-resolution-advocate>