



Published on *United States Bankruptcy Court* (<http://www.canb.uscourts.gov>)

[Home](#) > [Applications](#) > Application for Compensation

---

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

Click **Motions/Applications** hyperlink.

Enter **Case Number**

Click **Next**.

Select **Compensation**

Click **Next**.

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

Click **Next**.

**Note:** If this 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**.

***Are you setting a hearing on the court calendar for this motion? If yes, a notice of hearing must be filed separately.***

Click **Next**.

Click **Next**.

Associate the pdf file of the **Application for Compensation**.

Click **Next**.

Click **Next**.

The **Fee Processing screen** will present each party selected on the **Select the Party** screen.

*A party and/or a Filer check box may appear for each party.*

*Check the filer box for the filer of the application.*

*If the party is not currently a party to the case, the Party check box appears below the Professional Type list. If you check this Party box, the name will appear on the Party pick list for this case in future processing.*

**Select** the professional type from the pick list.

**Enter** a date or date range for services performed, if appropriate.

**Enter the amount (s)** in the **Fee and Expense** fields in dollars and cents. Do not enter \$.

Click **Next**.

Edit the docket text if necessary.

**Review final docket text.**

Click **Next**.

## **Manual Chapter:**

Applications

---

### **Source URL (modified on 04/20/2016 - 1:30pm):**

<http://www.canb.uscourts.gov/ecf/efiling-manual/application-compensation>