



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

[Home](#) > [Motions](#) > Motion to Reconsider

---

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

Click **Motions/Applications** hyperlink.

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

Scroll down and select **Reconsider**, 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**.

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

Click **Next**.

***Select applicable document description. Do not bypass this screen.***

Click **Next**.

Associate the pdf file of the **Reconsider**, click **Next**.

Place a check mark in the box " **Refer to Existing Event**"

Click **Next**.

Select the category to which your event relates, click **Next**.

Select the appropriate event (s) to which your event relates: click **Next**.

Edit the docket text if necessary.

Click **Next**.

**Review final docket text.**

Click **Next**.

### **Manual Chapter:**

Motions

---

**Source URL (modified on 04/20/2016 - 3:38pm):**

<http://www.canb.uscourts.gov/ecf/efiling-manual/motion-reconsider>