

[Certificate/Report of BDRP Conference](#)

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

- Click **BDRP** hyperlink.
- Enter **Case Number**, click **Next**.
- Select **Certificate/Report of BDRP Conference**, click **Next**.
- Select or add your party, click **Next**.
- ***Please indicate whether the conference was Held or Not Held.***
- ***Please indicate whether a settlement was Reached or Not Reached***, Click **Next**.
- Associate the pdf file of the Certificate/Report of BDRP Conference, click **Next**.
- ***Please enter the date of the conference.***
- ***Please enter the hours spent preparing for the conference.***
- ***Please enter the hours spent attending the conference.*** Click **Next**.
- ***Please enter the appropriate percentage for the dispute resolution procedure utilized. Please ensure the total percentage equals to 100.***
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- Select the Order Appointing Resolution Advocate event(s) to which your Report relates:
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- Edit the docket text if necessary.
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- ***Review final docket text.***

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- Click **Next**.

Note: The actual report is available for court use only and is not accessible by the public.

Manual Chapter: BDRP

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