

### Cross Appeal

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

- Click **Appeal** hyperlink.
- Enter **Case Number**
- Click **Next**.
- Select **Cross Appeal**.
- Click **Next**.
- **Select** the 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**.
- Click **Next**.
- Associate the pdf file of the **Cross Appeal**.
- Click **Next**.
- Place a check mark in the box " **Refer to Existing Event**"
- Click **Next**.

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

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- **Select** the appropriate event (s) to which your event relates: click **Next**.
- Click **Next**.
- Respond to the following question
- *Is this a BAP appeal? Please enter y or n.*
- Click **Next**.
- **The following deadlines will display with due dates:**

Cross Appellant Designation due date: MM/DD/YYYY

Transmission to District Court due date: MM/DD/YYYY

- **Fee \$255.00**
- Click **Next**.
- Edit the docket text if necessary.
- ***Review final docket text.***
- Click **Next**.

**Manual Chapter:** Appeal

**Source URL (modified on 04/20/2016 - 2:40pm):** <https://www.canb.uscourts.gov/ecf/efiling-manual/cross-appeal>