

[Amended Application/Motion](#)

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

- Click **Motions/Applications** hyperlink.
- Enter **Case Number**
- Click **Next**.
- Select **Amended Application/Motion**
- Click **Next**.
- 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**.

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 **Amended Application/Motion**.

- Click **Next**.

Note: The following question displays:

"Which are you filing, a Motion or an Application?"

- **Enter** appropriate answer.
- Click **Next**.

Note: The following question displays:

*"Are you rescheduling the hearing date? **Click** on the radio button for **Yes** or **No**."*

Note: The following reminder message displays:

Please terminate the original motion on the next screen.

Pending Documents to be terminated displays:

Place a check mark in the box of the document to be terminated.

- Click **Next**.

Relate This Filing To The Original Application/Motion displays

Amended Application/Motion

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- Click **Next**.
- **Place** a check mark in the box of the related event.
- Click **Next**.
- **Select** the appropriate event(s) to which your event relates:
- Click **Next**.

Please enter the original hearing date below.

- Click **Next**.
- Edit the docket text if necessary.
- ***Review final docket text.***
- Click **Next**.

Manual Chapter: Motions

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