

Miscellaneous Proceeding

[Miscellaneous Case Opening](#)

1. Click the **Adversary** hyperlink on the CM/ECF Main Menu.
2. Click **Open a MP Case** hyperlink.
 - Select the divisional office.
 - Enter **n** for complaint.
 - Click **Next**.
 - **Search for a Party**. If not found, click Add/Create New Party.
 - Click the **Attorney** button to add yourself to the case.
 - Search for your name. Enter **Last Name** and/or **Bar ID**.

Note: You may need to insert a preceeding 0 in the Bar ID if only five numbers and no match is found.

- Select attorney name from list.
- Click **Add Attorney**. Click **Submit**.
- After selecting all parties, click **End party selection**.
- Click **Next**.
- Click **Next**.
- Select event you are filing.
- Click **Next**.
- Select browse to associate the pdf.

Chapter 10 - Miscellaneous Proceeding

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- ***Review final docket text.***

- Click **Next**.

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