



# UNITED STATES BANKRUPTCY COURT DISTRICT OF MARYLAND

## CM/ECF Attorney Training Module

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### **TRUSTEE'S NOTICE OF SERVICES RENDERED**

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Chapter 7 trustees can receive payments from the Chapter 7 Trustee Fund pursuant to 11 USC § 330(e). The 330(e) payment comes from fees collected by the US Trustee, which can vary from year to year. Only one 330(e) payment can be made per case and payments are made only after the AO confirms what the payment per case will be, after the end of the fiscal year. The payments are per rata, based on the number of eligible cases and the amount of fees collected. The maximum payment is \$60 per case. To qualify for payment, the trustee must file a certification on the docket indicating which qualifying service they provided in the case.

#### FILING STEPS:

1. Click on Bankruptcy
2. Click on Trustee/US Trustee
3. Enter Case Number. Click 'Next'
4. Select Trustee Services Rendered Pursuant to 330(e). Click 'Next'
5. Select the attorney. Click 'Next'
6. Select the party (which should always be the trustee). Click 'Next'
7. Accept date filed. Click 'Next'
8. Select radio button for qualifying service:
  - Conducted or filed a document required by rule or statute related to a meeting of creditors required by 11 USC Section 341
  - Filed a Report of No Distribution
  - Filed a Notice of Assets
  - Filed a Motion or Notice to Dismiss or Convert the case or reviewed such a motion filed by another party in this case
  - Filed the Chapter 7 Trustees Final Report
9. Select the category to which your event relates. Click 'Next'
10. Select the appropriate event to which your event relates. Click 'Next'



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11. The Final Approval screen displays: **Attention!!** Submitting this screen commits this transaction. You will have no further opportunity to this submission if you continue.
12. Verify the Final Docket Text then click 'Next'