

Bankruptcy Support Staff Power Hour

Thursday, November 2nd at 10:30 a.m. – Portland Courtroom

Wednesday, November 8th at 10:30, - via Zoom

The Bankruptcy Court Clerk's Office for the District of Maine will host a forum for law firm and trustee support staff covering best practices for filing in CM/ECF, procedural information, and responses to commonly asked questions.

Two sessions will be offered – one in person and one on Zoom.

Our objective is to have an interactive give and take with attendees to

- Promote an increased understanding of filing procedures.
- Review new or changed procedures.
- Brush up on certain rule requirements and Clerk's Office expectations.
- Reduce the need for amended or corrective filings.
- Improve upon communication between the Clerk's Office and practitioner support staff.

Please join us on either **Thursday, November 2nd in Portland**, or **Wednesday, November 8th via Zoom**.

We welcome topic ideas and feedback. Please contact Kristen Ford at 207-922-6405 (kristen_e_ford@meb.uscourts.gov) or Rachel Parker at 207-274-5961 (rparker@meb.uscourts.gov) if you have a specific question or topic you would like to have addressed.

Please RSVP to Kristen or Rachel with the names of the people from your office who will be attending, as well as the in-person or Zoom choice, by Wednesday, October 25th. Zoom participants will receive a link once registered.

Light refreshments will be available for the in-person training.