

**NOTICE RE JUDGE FAGONE’S PROCEDURES
FOR PROPOSED ORDERS IN ALL CASES AND PROCEEDINGS**

Unless otherwise ordered by the Court, the following requirements apply to any proposed order submitted in any case or proceeding assigned to Judge Michael A. Fagone. These requirements are applicable to all proposed orders, including Maine Bankruptcy Form 2B and Maine Bankruptcy Form 4.

1. The form of order must contain a descriptive title. For example: “Order Granting Relief from the Automatic Stay” or “Order Approving Fee Application.” The title of the order must not be “Order” or “Order Granting Motion” or anything similarly generic.
2. The first paragraph of the form of order must (i) identify the motion, application, or pleading to which the order relates; and (ii) contain a space for identifying the docket number of the motion, application, or pleading. For example:

The trustee filed his Application to Approve Compromise
[Dkt. No. ____] (the “9019 Application”).

3. The form of order must contain the following signature block:

Date:

Michael A. Fagone
United States Bankruptcy Judge
District of Maine

The signature block may not be altered, and the month, day, and year should be left blank (as shown above). There must be at least 1.5 inches between the last line of text in the proposed order and the signature block (to allow sufficient space for a signature to be affixed).

4. Failure to comply with these procedures may result in denial of the motion, application, or pleading without prejudice, or the entry of an order directing compliance with the procedures and imposing sanctions for failure to comply.
5. These requirements apply to any form of order submitted on or after January 19, 2018.