

Filing Requirements for Fact Summary Sheet

Updated 05/04/2020

[Local Rule 4001\(c\)](#) requires a *Fact Summary Sheet* to be filed with *Motions for Relief from the Automatic Stay* and applicable *Motions for Adequate Protection* submitted in chapter 7 and 13 cases in all Alabama Northern Bankruptcy divisions.

The *Fact Summary* **must** be filed along with *Motions for Relief from Stay and/or Co-Debtor Stay*, *Motions to Renew a Relief from Stay*, and *Motions for Adequate Protection* in chapter 7 and 13 cases;

The *Fact Summary* **must** substantially comply with the fact summary sheet form [LR 4001-1\(c\) Fact Summary Sheet for Motion for Relief from Automatic Stay or for Adequate Protection in Chapter 7 and Chapter 13 Cases](#) found on the Court's website under **Forms > Forms Referenced in the Local Rules** at: https://www.alnb.uscourts.gov/forms/all-forms/localrules_forms.

The *Fact Summary* **must** be completed in full and filed as a separate event at least 14 days prior to the first hearing date on the *Motion*;

The *Fact Summary* shall be filed using the Court's Electronic Case Filing ("ECF") System;

The *Fact Summary* shall be served by Movant's attorney using ECF (Debtor's attorney will receive an electronic notification of the filing of the *Summary*); and

The *Fact Summary* must **NOT** be filed as an attachment to the *Motion*.

To file the *Fact Summary*, select menu **Bankruptcy > Miscellaneous > Fact Summary for Motion for Relief from Stay** and attach *.pdf of *Fact Summary*.

If the movant does not fully complete, timely file, and properly serve the *Fact Summary*, the Court may continue, dismiss, or deny the *Motion*.

To review Local Rule 4001-1, visit the court's website, and select **Court Information > Local Rules and Orders > Local Rules** at <https://www.alnb.uscourts.gov/content/rule-4001-1-relief-automatic-stay>.