

**UNITED STATES BANKRUPTCY COURT  
FOR THE NORTHERN DISTRICT OF ALABAMA  
NORTHERN DIVISION**

In the Matter of:	}	
Administrative Order Regarding	}	Administrative Order No. 25-01
Filing of Claims by Debtor or Trustee,	}	Northern Division Only
	}	

**ADMINISTRATIVE ORDER**

Pursuant to Rule 3004(a) of the Federal Rules of Bankruptcy Procedure, the debtor or trustee may file a claim on behalf of a creditor if the creditor fails to timely file a proof of claim. Pursuant to Rule 3004(b), the Clerk's Office gives notice of the filing of the original claim by sending a Notice of Claim Filed to the creditor, the debtor and the trustee. When the debtor or trustee files an amended claim on behalf of a creditor, the Clerk's Office does not send notice of the amended claim. Therefore, the Court hereby directs the party filing an amended claim on behalf of a creditor to send notice of the amended claim to the creditor, the debtor and the trustee.

**IT IS SO ORDERED** this the 1st day of July 2025.

/s/ Clifton R. Jessup, Jr.  
Clifton R. Jessup, Jr.  
United States Bankruptcy Judge