

**LOCAL RULE 5003**  
**Clerk - General/Authority**

(a) *Orders, Notices, and Decrees* - The Clerk and Clerk's designated deputy clerks are authorized to sign and enter the following orders, notices, and decrees without further direction by the Court:

- (1) Orders for Relief;
- (2) Orders and Notice of Stay;
- (3) Orders Allowing Installment Payments of Filing Fees;
- (4) Interim Disbursement Orders—Provided that such orders are previously approved by the United States Trustee and are for a sum of \$1,000 or less;
- (5) Notice and Orders of Abandonment;
- (6) Final Decrees;
- (7) Discharge Orders;
- (8) Orders to Employer to Pay Trustee;
- (9) Orders Reducing claims when requested by a creditor to reduce, disallow or withdraw that creditor's claim and orders transferring claims;
- (10) Orders Authorizing a chapter 13 debtor to Obtain Credit only when approved by the trustee and no judge is available to sign the order;
- (11) Writs of Garnishment, Executions and Orders to Pay;
- (12) Orders striking pleadings, motions or other documents intended for filing which are defective because they fail to meet requirements imposed by the Bankruptcy Code, the Federal Rules of Bankruptcy Procedure, or these Local Bankruptcy Rules.

(b) A discharge order stamped with the facsimile signature of a judge of this Court or a discharge order bearing the electronically produced facsimile signature of a judge of this Court may be filed without other signature, and such discharge orders shall be deemed originally signed documents and may be certified as such by the staff of the Court.

(c) *Clerk's Actions Reviewable* - The actions of the Clerk under this Rule may be reviewed, suspended, altered or rescinded by the Court upon motion filed for good cause shown.