
Filing an Application to Employ Professional Person(s)

Pursuant to 11 USC 327

Overview

Filing an application to employ professional persons motion can be confusing. There are two different docketing selections these motions may be filed under in ECF: the 9007-1 motion or the Employ Professional Person(s) motion. The 9007-1 motion is a negative notice motion. This means if no party in interest opposes the motion within 21 days, it will be granted automatically. In general, applications to employ professional persons motions should be filed using the 9007-1 motion option. However, if you know you want this motion to be immediately set for hearing, please use the Employ Professional Person(s) motion selection.

Procedure for filing

1. Click Bankruptcy > Motions/Applications.
 - a. Enter the Case Number.
 - b. Next.
2. Select Rule 9007-1 Motion from the events list.
 - a. Next.
 - b. Check the box if this will be jointly filled with another attorney.
 - c. Next.
3. Select Add/Create New Party.
 - a. Enter your Last and First Name.
 - b. Select your name from the list or choose Create New Party.
 - c. Enter your information.

Note: Ensure you choose the correct role (Special counsel).
 - d. Submit.
 - e. Choose yourself from the party list.
 - f. Next.
 - g. Next.
4. Select Choose File and navigate to where your motion is located and select it.

- a. Select yes, to add additional documents.
 - i. Select Choose File and navigate to where your affidavit is located and select it.
 - ii. Select Affidavit from the drop-down list.
 - iii. Select Add to List.
 - iv. Next.
5. Select No when asked if you are filing a motion to approve compromise or settlement OR motion to approve attorney fees and expenses of professional persons pursuant to 11 USC 330.
 - a. Next.
6. Is this an amended motion/notice/objection you are filing?
 - a. Select No, this is not an amended motion.
 - i. Next.
7. Response due date - 21 days (date will automatically populate).
 - a. Next.
8. L.B.R. 9007-1 requires the following negative notice language:

PURSUANT TO M.D. ALA, LBR 9007-1, THIS FILING WILL BE TAKEN UNDER ADVISEMENT BY THE COURT AND MAY BE GRANTED/APPROVED UNLESS A PARTY IN INTEREST FILES A RESPONSE WITHIN TWENTY-ONE (21) DAYS OF THE DATE OF SERVICE. RESPONSES MUST BE SERVED UPON THE MOVING PARTY AND, IN THE MANNER DIRECTED BY M.D. ALA, LBR 5005-4, FILED WITH THE CLERK ELECTRONICALLY OR BY U.S. MAIL ADDRESSED AS FOLLOWS: CLERK, U.S. BANKRUPTCY COURT, ONE CHURCH STREET, MONTGOMERY, AL 36104.

 - a. Do you have the required language in your motion/notice/objection?
 - i. If no, please make the necessary changes to your pleading and use the back arrow to return to step 4.
 - ii. If Yes, Select Yes and click Next.
9. Select Application to Employ Professional Persons Pursuant to 11 USC 327.
 - a. Next.
10. Review the docket text and modify as appropriate.
 - a. Next.
11. Review the final docket text.

- a. ATTENTION! Clicking Next completes this transaction. You will not be able to modify the text once you have clicked Next.

12. Click Next to complete the filing.