

**UNITED STATES BANKRUPTCY COURT
DISTRICT OF MASSACHUSETTS**

FOURTH AMENDED STANDING ORDER 2020-03¹

**ORDER TEMPORARILY MODIFYING THE MEANS OF FILING
PLEADINGS BY PRO SE/UNREPRESENTED PARTIES**

Pro se/Unrepresented parties may file documents in person in the Clerk's Offices in Springfield, Worcester, or Boston between 8:30 a.m. and 4:30 p.m. However, upon consideration of health advisories issued relating to the COVID-19 virus, the United States Bankruptcy Court for the District of Massachusetts hereby orders as follows:

1. In addition to in person filings, the Clerk of Court is temporarily permitted to accept the filing of new petitions, motions, pleadings, notices, and other papers ("Pleadings") by pro se/unrepresented parties by any of the following means:
 - a. by e-mail, with the appropriate document or documents attached in PDF format, sent to prose_filings@mab.uscourts.gov. The Court will not read or consider any text in the email itself and will only upload the attached PDF documents. If a pro se filer is unable to attach documents in a PDF format, the pro se filer should contact the Clerk of Court at (617) 748-5300 for instructions;
 - b. by facsimile to (617) 748-5359;
 - c. by U.S. Mail;
 - d. Further information regarding emergency filings can be found on our website and in Appendix 5 to our Local Rules. See also Standing Order 2020-05, Order Amending Massachusetts Local Bankruptcy Rule, Appendix 5(b) and (d).
 - e. through any other method expressly authorized in advance by the Clerk of Court, who can be reached at (617) 748-5300.
2. If any Pleadings are filed without a required filing fee, the Clerk of Court will issue a deficiency notice which will provide a deadline by which to pay the applicable fee and the consequences of failing to pay the required fee within the deadline.
3. These provisions are effective as of the date of this Standing Order. Due to the fluidity of the situation surrounding the COVID-19 virus, the Court may alter or amend this Standing Order as may be necessary to achieve the stated goal of protecting the public health while,

¹ This order amends Third Amended Standing Order 2020-03, dated April 15, 2020.

at the same time, continuing to fulfill the Court's mission and its duties to litigants and the public.

NOTE: Information regarding the locations and mailing addresses of the Clerk's Offices in Boston, Worcester, and Springfield or information regarding filing fees may be found on the Court's website at www.mab.uscourts.gov.

IT IS SO ORDERED:



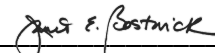
Chief Judge Christopher J. Panos



Judge Frank J. Bailey



Judge Elizabeth D. Katz



Judge Janet E. Bostwick

Dated: February 7, 2022