

UNITED STATES BANKRUPTCY COURT
SOUTHERN DISTRICT OF INDIANA
INDIANAPOLIS DIVISION

COURTROOM DEPUTY COVERAGE CHANGES:
INDIANAPOLIS, TERRE HAUTE AND EVANSVILLE DIVISIONS

Indianapolis Division

Effective April 1st, the Courtroom Deputies (“CRDs” or “CRD”) who assist the three Judges stationed in Indianapolis will be dividing the work of each Court by digit rather than Chapter. The CRDs and their responsibilities will be as follows:

Judge	CRD	Digits*	Phone (317-229-)	E-Mail - all @ insb.uscourts.gov
Coachys	Rita Krebs	00-49	3837	Rita_Krebs
Coachys	Laura Trepes	50-99	3822	Laura_Trepes
Metz	Marcella Lockert	00-49	3820	Marcella_Lockert
Metz	Heather Heiser-Davis	50-99	3809	Heather_Heiser-Davis
Otte	Heather Butler	00-49	3833	Heather_Butler
Otte	Tomi Hollywood	50-99	3819	Tomi_Hollywood
Otte	Cathy Ford	any	3831	Catherine_Ford

* last two digits of case number; includes AP’s filed in case

Rhonda Andis [317-229-3808, Rhonda_Andis@insb.uscourts.gov] is the sole CRD for Judge Lorch’s Indianapolis Division cases.

Because of cross-training, the CRDs for each chambers can now provide assistance as to any case, and may be contacted if the CRD assigned to that case is unavailable.

Terre Haute and Evansville Divisions

Effective April 1st, Evansville ‘courtroom deputy’ work will be shared as follows:

Staff	Digits*	Phone (812-434-)	E-mail @insb.uscourts.gov
Jenni Hobgood	00-19	6475	Jennifer_Hobgood
Diane Weiss-Altstadt	20-99	6480	Diane_Weiss

Any questions about these changes should be directed to Cathy Ford.

SPECIAL NOTE TO ATTORNEYS:

- Understand that the normal flow of work results in a delay of two business days between filing or the expiration of an objection deadline and the presence of a pleading on the CRD's daily reports for action. (Emergency pleadings generate an instant e-mail to CRDs. However, a phone call to the CRD is always appreciated on matters that require immediate attention.) Therefore, as to routine matters, please refrain from contacting a CRD about entry of an order for at least two business days after filing or the expiration of any objection deadline.
- Orders can be processed more timely if submitted with the motion. If no order is submitted, the moving party will not be contacted by the CRD and the case may be dismissed for failure to upload appropriate orders. Presume your motion will not draw an objection, and submit the appropriate order with the motion.

March 23, 2012

/s/ Kevin P. Dempsey
Bankruptcy Clerk