

Local Rules of the United States Bankruptcy Court for the Western District of Missouri

**Rule 19013-1. Motion Practice and Service**

**A. Writing; Conciseness.** Motions shall be in writing and shall state the grounds for the relief requested. Routine motions shall be one page when possible.

**B. Caption.** Motions shall be captioned with the debtor's name, case number, case chapter and judge assignment.

**C. Supporting Documents.** When allegations of fact not appearing on record are relied on in support of a motion, affidavits and other pertinent documents shall be filed as exhibits to the motion. Opposing counsel and trustee will receive service by electronic means. If an opposing party is pro se, paper copies of affidavits and other pertinent documents shall be served by the filing party conventionally.

**D. Certificate of Service.** Each pleading shall have a certificate of service, signed by the pro se filer at the end of the pleading or on a separate, captioned certificate, stating: the manner and date of service, and each person served. A pleading without a proper certificate may be stricken or denied.

**E. Payment of Fees.** All payment of fees must be by cashier's check, money order or cash. No personal checks or credit cards will be accepted. Motions not accompanied by the appropriate fee will not be accepted for filing.