

PERSONAL IDENTIFIERS AND REDACTION POLICIES

Personal Identifiers

Subject to certain exceptions provided by Bankruptcy Rule 9037, Rule 9037(a) provides the following:

Redacted filings. Unless the court orders otherwise, in an electronic or paper filing made with the court that contains an individual's social-security number, taxpayer-identification number, or birth date, the name of an individual, other than the debtor, known to be and identified as a minor, or a financial-account number, a party or nonparty making the filing may include only:

- (1) the last four digits of the social-security number and taxpayer-identification number;
- (2) the year of the individual's birth;
- (3) the minor's initials; and
- (4) the last four digits of the financial-account number.

The court does not and will not review documents for compliance with this Rule. It is the responsibility of counsel and pro se filers (individuals filing without legal counsel) to review all documents, including exhibits to filings and proofs of claim, to ensure compliance with Rule 9037.

In the event that counsel or a pro se party determines that it filed documents with personal identifiers improperly included, such party shall request the court to restrict public access and to redact such document or filing. Such request shall be made by filing a Motion to Redact pursuant to Rule 9037 and paying the \$25 filing fee. Upon the filing of such a motion, the court will restrict public access to both the Motion to Redact and the unredacted document pending the court's ruling on the Motion to Redact. Pursuant to newly added subdivision (h)(1)(B), effective December 1, 2019, the proposed redacted document must be attached to the Motion to Redact. Failure to attach the proposed redacted document may result in the Motion to Redact being denied and the restrictions to public access being lifted.

In the event that counsel or a pro se party determines that another filer filed a document with personal identifiers improperly included, in cases assigned to Judge Humphrey, such party may request the court to restrict public access to the unredacted document by either contacting Judge Humphrey's Courtroom Deputy or by filing a Motion to Restrict Public Access. Upon such request, the court will restrict public access to the identified document and may, if appropriate, require the party who filed the unredacted document to properly redact the document pursuant to Rule 9037.

Exhibits and other supporting documentation containing personal identifiers, and improperly filed statements of Social Security numbers (Official Form 121), filed in cases assigned to Judge Humphrey may be restricted from public access, without redaction, by

filing a Motion to Restrict Public Access. Upon the filing of such a motion, the identified document will be immediately restricted pending the court's determination of the Motion.

The court may sanction a party or counsel in the event that any party or counsel fails to cooperate with the court with respect to compliance with Rule 9037 or engages in repeated violations of Rule 9037.

Transcript Redaction Policy

The court's policy and procedures regarding redaction of transcripts are on the court's website. All filers should consult the court's website concerning those procedures and should be familiar with them and adhere to them with respect to the filing of any transcripts.

[Click here for Transcript Redaction Process](#)