

**NOTICE REGARDING E-MAIL ADDRESS  
FOR SUBMITTING STIPULATIONS AND ORDERS**

**EFFECTIVE OCTOBER 1, 2014**

**NOTE: This applies only to cases assigned to  
David Wm. Ruskin, Standing Chapter 13 Trustee**

In an effort to ease the burden on attorneys in submitting proposed Stipulations and Orders to the Trustee in cases assigned to David Wm. Ruskin, our office has created a standard e-mail address to which all stipulations should be submitted.

Please submit all proposed Stipulations and Orders (except Orders Confirming Plans) in cases assigned to David Wm. Ruskin, to [Ruskin.Stips@det13.com](mailto:Ruskin.Stips@det13.com), as of October 1, 2014

The subject line of the e-mail must begin with the case number to which the proposed Stipulation and Order applies, either with or without the hyphen (e.g. 09-12345 or 0912345).

Using this e-mail address will allow our staff to expeditiously review the proposed Stipulation and Order. It will also reduce the risk of mis-directed e-mails as it will no longer be necessary to identify the specific person in the Trustee's office to whom the Stipulation is to be directed.

*Please note:* This e-mail address should NOT be used for proposed Orders Confirming Plan. Please continue to send those to [Ruskin.Orders@det13.com](mailto:Ruskin.Orders@det13.com).

If you have any questions about this new e-mail address, please contact our office.

Thank you.