

BANKRUPTCY ADMINISTRATOR FOR THE WESTERN DISTRICT OF NORTH CAROLINA

401 West Trade Street, Suite 2400
Charlotte, NC 28202
704-350-7587 (main)
www.ncwba.uscourts.gov



Facilitator Application Instructions

The Bankruptcy Administrator for the Western District of North Carolina is accepting applications from individuals interested in serving as a Facilitator for the Western District of North Carolina's new Loan Modification Management Program ("LMM Program").

Under the LMM Program Procedures, the Facilitator is defined as follows:

An independent, nonpartisan attorney, licensed to practice law in North Carolina and admitted to the Western District of North Carolina, who has demonstrable skill and experience in consumer bankruptcy loss mitigation to assist the Bankruptcy Court with facilitating compliance by the parties with the LMM.

- i. Without limiting the generality of the foregoing, a Facilitator should:
 1. Have experience in the practice of consumer bankruptcy in the Western District of North Carolina, as an attorney representing consumer debtors or mortgage servicers or as a trustee;
 2. Have knowledge of the forms and supporting documents required by Creditors to complete a loss mitigation analysis;
 3. Have understanding of the various loss mitigation programs offered by Creditors and the terms of their availability to Debtors;
 4. Have the ability to accept electronic payment for the Facilitator Fee;
 5. Have competence in computer technology and use of the Portal; and
 6. Have sufficient staff dedicated to the LMM to ensure oversight of submission of document to the Portal by the Required Parties and compliances with these procedures.
- ii. The Office of the United States Bankruptcy Administrator for the Western District of North Carolina (the "BA") shall maintain and publish a list of approved Facilitators, as well as an application to be approved to serve as a Facilitator. In conjunction with the Clerk of Court for the United States Bankruptcy Court for the Western District of North Carolina, the BA will

supervise the assignment of an approved Facilitator to a Debtor who initiates the LMM.

Individuals interested in applying should familiarize themselves with the LMM Program Procedures. Qualified persons may apply by forwarding the following application to applications@ncwba.uscourts.gov. No mailed applications, please. Depending on the number of applications received, the BA may communicate only with candidates selected for an interview.

While the BA may only appoint two individuals to serve as a Facilitator at this time, applicants may be contacted in the future to serve as a Facilitator in the event that the volume of cases seeking to use the LMM Program increases.

Facilitator Application Loan Modification Management Program Western District of North Carolina



Please print or type. The application must be fully completed to be considered. Please complete each section, even if you attach a resume.

Personal Information

Name

Address	City	State	ZIP
Email address		Phone Number	
Are you are a member in good standing of the NC Bar? Yes No	NC State Bar No.	Are you admitted to practice in the Western District of North Carolina? Yes No	
Are you certified as a bankruptcy specialist? NC Consumer NC Business ABC Consumer ABC Business		Are you certified as a mediator by the NC Bar? Yes No	

Describe your mediation experience (attach additional page(s) as necessary).

Education

School name	Location	Years attended	Degree received	Major

References

Name	Title	Company	Phone

Employment History

Employer (1)	Job title		Dates employed
Address	City	State	Zip
Employer (2)	Job title		Dates employed
Address	City	State	Zip
Employer (3)	Job title		Dates employed
Address	City	State	Zip
Employer (4)	Job title		Dates employed
Address	City	State	Zip

Facilitator Qualifications

Why are you interested in being a Facilitator for the WDNC Loan Modification Mediation Program? Provide any information you believe will be helpful in evaluating your application (attach additional page(s) as necessary).

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Described your skill and experience in consumer bankruptcy loss mitigation.

Do you routinely represent any financial institutions or servicers that will present a conflict of interest that will require you to reject an appointment to serve as Facilitator? Yes No If yes, please provide names of these clients.

Signature

I certify that my answers are true and complete to the best of my knowledge.

Name (please print)	Signature
Date	