

**LOCAL RULES FORM #3**

UNITED STATES BANKRUPTCY COURT  
MIDDLE DISTRICT OF LOUISIANA

IN RE

CASE NO.

DEBTOR

ORDER AUTHORIZING RETENTION OF COUNSEL  
FOR THE DEBTOR-IN-POSSESSION

Upon the annexed application of the debtor-in-possession, and the affidavit of counsel praying for the authority to employ \_\_\_\_\_ to represent the debtor-in-possession in this case under Chapter 11 of the Bankruptcy Code, no notice being given and none being necessary, and it appearing that said attorneys are disinterested persons and hold or represent no adverse interest and are duly admitted to practice in this Court, and it further appearing to the satisfaction of the Court that their employment is necessary and would be in the best interest of the estate and that the case is one justifying a general retainer, and it further appearing that, by accepting employment, the said attorneys, as officers of this Court, enter into a special relationship of trust to the Court, to the creditors, and to all parties in interest, and it appearing that such employment brings with it special duties and special responsibilities;

IT IS THEREFORE ORDERED that the debtor-in-possession be and is hereby authorized to retain \_\_\_\_\_ under general retainer as attorney(s) in all matters relating to the performance of its duties as debtor-in-possession; and

IT IS FURTHER ORDERED that the said attorneys be and they are hereby charged with the following special duties and responsibilities:

1. They shall advise the debtor-in-possession of the requirements placed upon it by the Bankruptcy Code, the Federal Bankruptcy Rules, and the Local Rules of this Court, particularly, but without limitation, those found in Local Bankruptcy Rules 2081-1 and 2081-2.

2. They shall advise the debtor-in-possession of the necessity of submission to the Court of all monthly reports required by the Local Rules of this Court, shall take all steps necessary to insure that such reports are in a form and contain sufficient information so as to comply with the requirements set forth in the Local Rules of this Court, and shall specifically advise the debtor as to the potential consequences of non-compliance.

3. They shall promptly inform the debtor that it may not pay any debt or obligation owed by the debtor on the date of the filing of the petition initiating this case.

4. They shall advise the debtor-in-possession of the prohibition against the sale of any of its assets outside the ordinary course of business except upon appropriate further order of this Court.

5. They shall advise the debtor-in-possession as to the necessity of compliance with all requirements of the Internal Revenue Code and applicable state and local taxation laws and, in particular, the depository receipt requirements of the Internal Revenue Code and regulations.

6. They shall advise the debtor-in-possession of the Operating Guidelines established by the office of the U.S. Trustee, of the necessity of compliance therewith, and further, that compliance with said guidelines does not constitute a substitute for compliance with the Local Rules of this Court.

Baton Rouge, Louisiana, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
LOUIS M. PHILLIPS  
UNITED STATES BANKRUPTCY JUDGE

I/We agree to accept and agree to be bound in all particulars by the provisions of the foregoing order authorizing my/our employment.

\_\_\_\_\_, Louisiana, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Firm Name  
Address  
Telephone Number  
Attorneys for the  
Debtor-in-Possession

By: \_\_\_\_\_

I/We have read the foregoing order and understand its content.

\_\_\_\_\_, Louisiana, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Debtor