

**INSTRUCTIONS FOR APPENDIX C**  
(Creditors' Rights Matters Handled by Applicant)

*Please Review These Instructions and the Attached Sample Pages Carefully Before Completing Appendix C.*

A. "Matter Type".

1. Meaning of "Matter Type". A "Matter Type" is a discrete portion of a case or proceeding, examples of which are listed in Rule 3.1.3 (b) of the ABC Rules & Regulations (e.g. pre- and post-judgment execution; enforcement of sister state judgments; foreclosure actions; priority disputes; fraudulent conveyance and preferential transfers; UCC matters; consumer or business collections; and, consumer or business bankruptcy matters )
2. Multiple Matters of Same Type. If your Appendix C includes more than one matter of the same type (e.g., three collection matters or two foreclosure actions), all such matters of the same type should be entered in sequence on one page. Remember that a total of 30 creditors' rights matters are required, and no more than three of the same type may be used to satisfy this requirement.
3. Single Matters of a Particular Type. If your Appendix C includes only one matter of any particular type (e.g., only one preference action or only one enforcement of a sister state judgment), each such matter must be submitted on a separate page of Appendix C.

B. "Specific Nature of the Matter". Please describe with particularity the specific creditors' rights matter type (e.g., contested action on account receivable or defend motion from to avoid lien).

C. "Your Involvement".

1. Substantial Involvement in the Matter. Please indicate in reasonable detail why your involvement was substantial relative to this particular matter.
2. Different Kinds of Activity. Remember that substantial involvement is not limited to court appearances, but may include briefing, argument, interrogation of witnesses, negotiations of settlements or workouts, or drafting.

**APPENDIX C (SAMPLE)**  
**CREDITORS' RIGHTS MATTERS HANDLED BY APPLICANT**

NAME OF APPLICANT John Doe, Esq.

1. Matter Type Post Judgment Debtor's Exam

(a) Case Caption In re Edwards TV, Inc. 91-1234 Approx. Date 1998

Court and Judge Trial Court, Pike County, Oklahoma (Judge Smith)

Nature of Matter Discovery of assets

Describe Your Involvement in the Matter Drafted most pleadings and  
attended Exam

2. Matter Type Action to Avoid Fraudulent Transfer

(a) Case Caption In re Joe Roberts d/b/a Roberts Ranch 89-1234 Approx. Date 1997

Court and Judge Trial Court, Pike County, Oklahoma (Judge Jones)

Nature of Matter Action to avoid fraudulent transfer

Describe Your Involvement in the Matter Prepared complaint to avoid a  
transfer, argued Motions to Dismiss, negotiations for settlement.

**APPENDIX C**  
**CREDITORS' RIGHTS MATTERS HANDLED BY APPLICANT**

NAME OF APPLICANT \_\_\_\_\_

1. Matter Type \_\_\_\_\_

(a) Case Caption \_\_\_\_\_ Approx. Date \_\_\_\_\_

Court and Judge \_\_\_\_\_

Nature of Matter \_\_\_\_\_

Describe Your Involvement in the Matter \_\_\_\_\_

Explain Why This is a "Creditors Rights Matter" \_\_\_\_\_

(b) Case Caption \_\_\_\_\_ Approx. Date \_\_\_\_\_

Court and Judge \_\_\_\_\_

Nature of Matter \_\_\_\_\_

Describe Your Involvement in the Matter \_\_\_\_\_

Explain Why This is a "Creditors' Rights Matter" \_\_\_\_\_

(c) Case Caption \_\_\_\_\_ Approx. Date \_\_\_\_\_

Court and Judge \_\_\_\_\_

Nature of Matter \_\_\_\_\_

Describe Your Involvement in the Matter \_\_\_\_\_

Explain Why This is a "Creditors' Rights Matter" \_\_\_\_\_

**APPENDIX C**  
**ATTACH AS MANY ADDITIONAL COPIES OF THIS PAGE AS NEEDED**

**CREDITORS' RIGHTS BANKRUPTCY MATTERS HANDLED BY APPLICANT**

NAME OF APPLICANT \_\_\_\_\_

(d) Case Caption \_\_\_\_\_ Approx. Date \_\_\_\_\_

Court and Judge \_\_\_\_\_

Nature of Matter \_\_\_\_\_

Describe Your Involvement in the Matter \_\_\_\_\_

Explain Why This is a "Creditors' Rights Matter" \_\_\_\_\_

**ATTACH AS MANY ADDITIONAL COPIES OF THIS PAGE AS NEEDED**