

UNITED STATES BANKRUPTCY COURT

Eastern District of California

www.caeb.uscourts.gov



Debtor electronic Bankruptcy Noticing (DeBN) Email Delivery of Orders and Court-Generated Notices for Debtors

What is DeBN?

Debtor Electronic Bankruptcy Noticing (DeBN) is a FREE and voluntary service that allows debtors to request delivery of orders and court-generated notices by e-mail. Some examples of notices and court-generated orders are a Meeting of Creditors Notice, a Notice of Requirement to Complete Course in Personal Financial Management, a Notice of Dismissal, or a Discharge of Debtor. Only court generated notices and orders will be e-mailed. All other parties—including creditors, attorneys, and trustees—must still serve documents according to court rules (by U.S. Mail, overnight mail, or personal delivery.)

Each e-mail will contain a single PDF attachment of the notice or court-generated order. A separate e-mail will be sent for each notice or order.

Because the notices and orders are sent in PDF format, there is no limit to the number of times the notices and orders can be viewed. In addition, the PDF attachments can be printed, saved to a computer, or retained in an email for viewing at any time.

Please note that if a PDF exceeds 8MB of information, it is too large to send by e-mail and will be sent by U.S. Mail to your mailing address.

Eastern District of California Divisional Offices

Sacramento Division:

501 I Street, Suite 3-200
Sacramento, CA 95814
916-930-4400

Modesto Division:

1200 I Street, Suite 4
Modesto, CA 95354
209-521-5160

Fresno Division:

2500 Tulare Street, Suite 2501
Fresno, CA 93721
559-449-5800

How Do I Request DeBN?

A Debtor's Electronic Noticing Request (DeBN) form is attached to this page. It is also available on the Forms and Publications page of our website at www.caeb.courts.gov. You may also obtain a paper copy of the form at any of the Eastern District of California Divisional Offices.

Complete and sign the form. You may file the form in person or by mail, or you may have your attorney file the form for you.

Once the Bankruptcy Court opens your DeBN account, you will begin receiving electronic notices immediately.

How Long am I Enrolled in DeBN?

You are enrolled in DeBN as long as your account is active. This means that you will receive electronic notice of orders and court-generated notices in any current or future bankruptcy case or adversary proceeding from any bankruptcy court district in which your name and address in that case match the name and address on your DeBN account. This includes cases in which you are a creditor, plaintiff or defendant.

Your account can be deactivated if it is disabled because of an email delivery failure (bounce-back), you file a request to deactivate your account, or your mailing address on file with the court changes and it no longer matches the DeBN account mailing address.

UNITED STATES BANKRUPTCY COURT

EASTERN DISTRICT OF CALIFORNIA

Debtor(s): _____ Case No. _____

DEBTOR'S ELECTRONIC NOTICING REQUEST (DeBN)

CHECK ONLY ONE BOX FOR THE APPLICABLE SECTION BELOW:

INITIAL REQUEST: (Check this box to begin receiving notices and orders from the U.S. Bankruptcy Court via email.)

I request receipt of court notices and orders via email, instead of U.S. Mail, from the Bankruptcy Noticing Center (BNC) through the U.S. Bankruptcy Court's Debtor Electronic Bankruptcy Noticing (DeBN) program, pursuant to Bankruptcy Rule 9036.

I understand that this request is only for notices and orders filed by the U.S. Bankruptcy Court. I will continue to receive documents filed by all other parties, such as the trustee and creditors, via U.S. Mail or in person pursuant to court rules.

I understand that I will receive electronic notice of any documents filed by the court in any current or future bankruptcy or adversary case from any bankruptcy court district in which I am listed with the same name and address, including cases where I am listed as a creditor.

I understand that the first time the BNC receives an email bounce-back (undeliverable mail), my DeBN account will be automatically disabled. I will then receive notices and orders via U.S. Mail, and I must file an updated request form if I wish to reactivate my account.

If I already have an active electronic noticing account, please deactivate my existing electronic account by creating a DeBN account.

I understand that enrollment in DeBN is completely voluntary, and I may file a request to deactivate my account at any time.

UPDATE TO ACCOUNT INFORMATION: (Check this box to make changes to your existing DeBN account)

I request the following update(s) to my DeBN account:

I have a new email address as indicated below.

I filed a new bankruptcy case, and I have an existing DeBN account. Please review my account to ensure my name and address in my account match this new case.

I request reactivation of my DeBN account so that I may receive court notices and orders via email, instead of U.S. Mail.

REQUEST TO DEACTIVATE ELECTRONIC NOTICING: (Check this box to request deactivation of your DeBN account)

I request deactivation of my DeBN account. I understand that by deactivating my account, I will begin receiving notices and orders filed by the U.S. Bankruptcy Court via U.S. Mail, instead of email.

I understand that I will continue to receive electronic notices until such time as the Court has deactivated my account.

I am a debtor in this bankruptcy case, or the debtor's authorized representative if the debtor is a business, and I have read the applicable section check-marked above and agree to the terms and conditions set forth therein. Neither the U.S. Bankruptcy Court nor the BNC bears any liability for errors resulting from the information I have submitted on this form.

Joint Debtors who each request enrollment or already have a DeBN account must file separate forms.

Signature: _____ Date: _____

Printed Name (and title if not debtor): _____

Email address (type or print clearly): _____

For more information about the DeBN program, visit the Court's website at www.caeb.uscourts.gov