

Electronic Bankruptcy Noticing Implementation Guide



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Prepared By:
Bankruptcy Noticing Center
1-877-837-3424

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I. Introduction

Electronic Bankruptcy Noticing (EBN) is a free service from the United States bankruptcy courts to provide noticing in convenient electronic formats, while at the same time reducing the delivery time and the postage costs associated with the US Mail. Two methods are available to notice recipients:

1. Email – provides a link to a secure web site to retrieve your notice in PDF format.
2. Electronic Data Interchange – for high volume recipients (hundreds or more notices per week) who can develop a computer to computer data interface using Electronic Data Interchange (EDI).

II. What is the Bankruptcy Noticing Center (BNC)?

The BNC, established by the Administrative Office of the U.S. Courts (AOUSC), provides a centralized process for preparing, producing, and sending bankruptcy notices by mail or electronic transmission.

To contact the BNC:

BAE Systems - Attention BNC Dept.
2525 Network Place
Herndon, VA 20171
Fax: (703) 563-7508
EBN web page EBN.uscourts.gov
Toll Free Help Line: 1-877-837-3424

The BNC electronically retrieves data each day from the courts, produces notices and sends them to intended recipients.

Bankruptcy Rule 9036, which authorizes electronic noticing, requires recipients to request electronic noticing services in writing. Creditors wishing to take advantage of electronic noticing must sign a Noticing Agreement with the BNC as the courts' designee. The agreement describes the EBN process and roles of the parties. The Noticing Agreement is a legal contract between you and the court system.

Becoming a Noticing Partner is easy. Just choose the method you prefer to receive your notices, complete an agreement online, print and mail a signed copy to the BNC.

Email Transmission

The BNC will transmit emails each evening. Emails contain a link to one or more PDFs. The following guidelines apply to Email:

1. You have an opportunity to view and print PDFs without cost. If you prefer to save or print the file you must do so on your first use of the link.
2. It is the policy of the US Bankruptcy Courts that you have only one opportunity to use this link. If you try to use the link a second time you will be redirected to the court's [fee-based electronic access service](#). There will be a cost of 8 cents per page to view and print.
3. If the notices are not downloaded within 30 days, the free notice will not be available. You will be redirected to access the court's [fee-based electronic public access service](#) to view the notice.
4. Not all notices you receive in a case are processed through the BNC.

Email Format

Email recipients can select one of the following options:

Option 1: One email containing a link to a single PDF file. This PDF file contains multiple notices (example: 20 notices in 1 PDF file). This option will be used if no option is selected on the Noticing Agreement.

[\(click here to see example\)](#)

Option 2: An email for each notice with one link to a PDF file (example: 20 notices are sent as 20 emails, each email with one link).

[\(click here to see example\)](#)

Option 3: An email containing multiple links to PDF files. Each link contains one notice (example: 20 notices have 20 individual links).

[\(click here to see example\)](#)

Each email will be formatted as follows:

1. A subject header containing the BNC email serial number and your Noticing ID number. The serial number increases each time you are sent a message in order to help you determine that you have received all of your emails.
2. Text that describes the number of notices and total notice pages.
3. Text that shows the name & address of the recipient, case number, court form code, originating court and title of document filed for each notice.

Requirements

PDF requirement - It is recommended that you use the latest version of Adobe Acrobat Reader software. If you do not have this software, you can download it free of charge [»here«](#).

Noticing Agreement - After completing our online Noticing Agreement Sign Up process, you must sign and mail the agreement to the BNC to begin service. Mail to:

BAE SYSTEMS
Bankruptcy Noticing Center
2525 Network Place
Herndon, VA 20171-3514

If you require help, you may call our toll-free support number:

877-837-3424
Weekdays 9am-5pm EST.

Redundant Mode

1. Email service will begin approximately two weeks after you complete and return the Noticing Agreement.
2. During the first 30 days of Email service, the BNC also will mail a paper copy so that you can confirm the process is working properly. The "redundant mode" begins from the date the BNC sets up your service, not the date of your first EBN notice.
3. After 30 days, all notices processed by the court will be only available through Email. Call the BNC at 877-837-3424 if you have other specific needs.

Name & Address Matching

When you complete the Noticing Agreement you must supply the Bankruptcy Noticing Center with all names and addresses, plus any name or address variations that appear on notices you currently receive from the bankruptcy courts. The BNC name and address matching process follows:

1. The BNC sends a notice electronically when the names and addresses listed on your Noticing Agreement match a name and address provided in the bankruptcy court mailing matrix.
2. If the recipient name and address in the court's mailing matrix do not match any names or addresses on the Noticing Agreement, the BNC will mail the notice through the U.S. Postal Service.
3. For details and examples of the EBN Name & Address Matching process, see section IV.

III. Guidelines for Providing Names and Addresses

When you fill in the Noticing Agreement, you must identify the name(s) and address(s) and name synonyms (spelling variations of your name) to which electronic notices are to be sent.

You may add to, subtract from, or otherwise modify this list from time to time. The following rules should be observed when submitting the list:

A. Standard

1. Initial list - If you are submitting names and addresses based upon one name, you should fill in the required area of the Noticing Agreement (Appendix A) or attach a list, as appropriate. If the list includes 10 or more name and address, entries see the instructions Electronic File Formats (Appendix G), for providing electronic name and address files.
2. Changes to list - You may update the initial list of names and addresses provided in the Noticing Agreement using the following guidelines:
 - Use the Name and Address Change Form in Appendix D. Fill in the appropriate information, sign, and fax or mail the signed form and updated list to the BNC.
 - If your list includes 10 or more name and address, entries see the instructions Electronic File Formats (Appendix E), for providing electronic name and address files.
 - If you are not, sure which Name and Address Change Form to use you can visit our web site at EBN.uscourts.gov or call our support number at 877-837-3424.

B. Evidence of Authority - Related Names

1. Initial List - If you are submitting names and addresses based upon multiple, related company names (i.e., parent or subsidiary, or attorneys in a law firm), the list must be entered into the form titled Evidence of Authority - Related Names (Appendix C) and attached to the Noticing Agreement. If the list includes 10 or more name and address entries see the instructions, Electronic File Formats, for providing electronic name and address files.
2. Changes to list - You may update the initial Related Names synonym list of names and addresses. Use the Evidence of Authority Related Names form to fill in the updated names and addresses. Send the form along with a hard copy of the changes to the BNC. If the list includes 10 or more name and address entries see the instructions, Electronic File Formats, for providing electronic name and address files.

C. Evidence of Authority - Authorized Agent

1. Initial List - If you are submitting a list as an agent of another company, the list must be entered into the form titled Evidence of Authority - Authorized Agent (Appendix D) and attached to the Noticing Agreement. If the list includes 10 or more name and address entries see the instructions, Electronic File Formats, for providing electronic name and address files.
2. Changes to list - You may update the initial Authorized Agent synonym list of names and addresses. Use the Evidence of Authority - Authorized Agent form to fill in the updated names and addresses. Send the form along with a hard copy of the changes to

the BNC. If the list includes 10 or more name and address entries see the instructions, Electronic File Formats, for providing electronic name and address files.

IV. EBN Name and Address Matching Process

To get all your notices electronically, the BNC must be made aware of your name(s) and address(s) and related company names to which electronic notices are to be sent. If you are interested in the EDI service you may contact the BNC at 877-837-3424 for assistance in compiling your name and address list.

The BNC maintains the name(s) and address(s) you attach to your Noticing Agreement in a database list that determines whether court notices will be generated as a printed notice or as an EDI or E-Mail notice. The BNC will use the following process to determine if the name and address combination provided by the debtor (please remember that the debtor submits the name and address used by the court) matches one in the BNC database:

A. Matching Procedure

1. The notice recipient name submitted by the debtor is normalized. Commas and periods are converted to spaces. Extraneous spaces are removed from the name.
2. The standardized name is compared to the name synonyms listed on your Noticing Agreement that are maintained in the BNC database synonym list. A match occurs if the name matches one of the names in the BNC database.
3. The notice recipient address submitted by the debtor is examined by USPS-certified address processing software to ensure that it is a valid (deliverable) address.
4. The address from step 3 is compared to the addresses provided in your Noticing Agreement that are maintained in the BNC database. If no match is made, the notice is printed and mailed.
5. If the notice recipient name and address do match the name(s) and address(s) in the BNC database, the BNC will send the notice electronically.
6. If applicable, contact the BNC to add additional names and addresses that debtors designate for you or your company. As appropriate, you must notify the BNC should your e-mail or any names and addresses used for electronic noticing change.

B. Matching Examples

Note: The name AND address must match in order for the notice to be sent electronically.

Example 1 - Name Matching

Name(s) Provided by Noticing Partner	Internal Revenue Service Department of the Treasury	
Name(s) Provided by Debtor(s)	BNC Matches Name Provided by Debtor	Reason
Dept of the Treasury	Yes	BNC software recognizes Dept and Department as equivalent.
Revenue Department	No	Insufficient similarity to one synonym name.
Intern Revenu Srvce	Yes	Name matching software allows for slight misspellings.

Example 2 - Address Matching

Address(s) Provided by Noticing Partner	Address(s) Provided by Debtor(s)	BNC Matches Address Provided by Debtor	Reason
11400 Commerce Park Drive Ste 600 Reston, VA 20191-1558 and 11400 Commerce Park Dr. Ste 300 Reston, VA 20191-1528	11400 Commerce Park Drive Reston Va 20191	Yes	Software produces valid 4-digit zip "1558"
	1140 Commerce Park Drive Reston Va 20191	No	"1140" is invalid street #
	11400 Commerce Park	Yes	Software produces valid

	Drive Suite 300 Reston, VA 20191-1526		4-digit zip "1528" to replace "1526", doesn't need Ste #
	11400 Commerce Park Dr Ste 600 Reston VA 20190	Yes	Software produces valid 9-digit zip "20191-1558" to replace "20190"
	Commerce Park Drive Reston VA 20191-1549	No	No street #

V. How to Get Support

The BNC provides toll free help desk support for all aspects of EBN at 877-837-3424.

Appendix A - Noticing Agreement

Fill in the appropriate data on the attached agreement, sign and send it to the BNC at the address listed on the agreement. You must select the court districts from which you wish to receive electronic notices. You may receive Email Link. Notices can only be sent to a single email address.

United States Bankruptcy Court
National Creditor Registration Service
Electronic Bankruptcy Noticing Agreement
(To initiate Electronic Bankruptcy Noticing via Internet e-mail text)

Company or Law Firm Name of Subscriber: _____

OR Individual Name of Subscriber: _____

- All U.S. Bankruptcy Courts participating in the National Creditor Registration Service (NCRS) OR**
 District(s) of: _____

The courts referred to above are requested to transmit bankruptcy notices electronically through the Bankruptcy Noticing Center (BNC) Electronic Bankruptcy Noticing (EBN) program pursuant to Federal Rule of Bankruptcy Procedure 9036.

This Agreement is provided by the U.S. Bankruptcy Courts and may not be altered or changed in any manner. If you, or your company, wish to receive bankruptcy notices from the courts electronically instead of through the U.S. mail, please complete this Agreement indicating one of the electronic methods offered and mail or fax it to the courts' noticing contractor at:

BAE SYSTEMS - Attention BNC Dept.
2525 Network Place
Herndon, VA 20171-3514
Fax: (703) 563-7508

For Additional Information: EBN web page EBN.uscourts.gov and toll free help line 1-877-837-3424

How the Program Works:

Redundant Mode. Entities that complete and return this form to the BNC will have EBN service initiated in approximately two weeks. During the first 30 days of EBN service, the BNC will send the notice electronically as well as mail the paper copy to allow you to confirm the process is working properly. Whether fax or e-mail, upon expiration of the 30 day redundant mode (redundant mode begins from the date the BNC sets up your service, not the date of your first EBN notice) all future notices processed by the BNC for the courts will only be sent electronically without further notice.

Name Matching. The BNC software will attempt to match the name and address provided on this form to the address included in the court's notice instructions. In most cases, the addresses in the court's computer files are provided by the debtor. The BNC software will attempt to match the name (without punctuation) and address and send the notice electronically. If the recipient name and address in the court's notice instructions do not match the name and address on this form, the BNC will mail the notice. If applicable, submit additional names and addresses that debtors designate for you or your company to the BNC. **You must notify the BNC should your e-mail, fax, or names and addresses used for electronic noticing change.**

In Case of Error (for fax and Internet e-mail with PDF attachment subscribers only). The BNC maintains a record confirming delivery of the electronic notice. If the BNC is unable to confirm receipt of the delivery for any reason, the notice will be printed and mailed the following day. The BNC will not retransmit notices. Should electronic noticing delivery to you be unsuccessful three consecutive times, the service will be terminated without further notice and only mailed copies will be sent. Please contact the BNC to resolve the issue and have electronic noticing service reinstated. Either party may terminate this Agreement without cause by giving the other party written notice.

NOTE: The BNC does not process all the notices you may receive in a case. Notices generated by trustees, attorneys, debtors, and some court-generated notices or orders will continue to be mailed to the address of record at the court.

EBN NOTICING AGREEMENT: INTERNET E-MAIL TEXT

1. CONTACT INFORMATION			
Name			
Firm/Company Name			
Address Line 1			
Address Line 2			
Address Line 3			
Address Line 4			
City, State			
Zip Code (Zip +4 req'd)		To find your 9 digit zip, go to: http://zip4.usps.com/zip4/	
Phone No.		Contact Email Address	
2. Subscriber Information		Notices are delivered to addresses based on the court's case records, please enter subscriber name and address EXACTLY as it appears on current notices.	
Name			
Firm/Company Name			
Address Line 1			
Address Line 2			
Address Line 3			
Address Line 4			
City, State			
Zip Code (Zip +4 req'd)		To find your 9 digit zip, go to: http://zip4.usps.com/zip4/	
Phone			
Email Address to Receive Notices			
3. E-MAIL OPTIONS (CHECK ONE)			
<input type="checkbox"/>	1 e-mail with 1 text link to multiple notices		
<input type="checkbox"/>	1 e-mail with multiple text links		
<input type="checkbox"/>	Individual e-mail message and text link to one notice		

**EBN NOTICING AGREEMENT: INTERNET E-MAIL TEXT
(CONTINUED)**

4. NAME AND ADDRESS VARIATIONS - Provide name and addresses EXACTLY as they appear on notices you currently receive from the bankruptcy courts. The following information will only be used by the BNC to set up your account for the name and address matching process. You may attach additional names and addresses (spelling variations) for which you receive bankruptcy notices.

Names:

Addresses:

**EBN NOTICING AGREEMENT: INTERNET E-MAIL TEXT
(CONTINUED)**

5. AUTHORIZATION

To be completed if creditor is a company/corporation:

Under penalty of perjury, I, the undersigned, affirm that I am an authorized officer of the above named company or corporation and I am duly authorized to enter into this agreement on behalf of the named company or corporation; and, I affirm that bankruptcy notices for the above named entity, and any attached company names (spelling variations) and addresses, should legally be directed to the named company. I understand that no legal relationship is created between the entity receiving bankruptcy notices herein and the BNC by this election or submission of this form and that neither the BNC nor the court bears any liability for errors resulting from the information submitted herein or as to future amendments, modifications or substitutions for this information on behalf of this entity.

Name:	
Signature:	
Corporate Officer Title: (if applicable)	
Date:	

To be completed by individual or trustee:

Under penalty of perjury, I affirm that bankruptcy notices for my name and addresses provided above, and any attached spelling variations, should legally be directed to my e-mail address above. I understand that no legal relationship is created between the entity receiving bankruptcy notices herein and the BNC by this election or submission of this form and that neither the BNC nor the court bears any liability for errors resulting from the information submitted herein or as future amendments, modifications or as to substitutions for this information on behalf of this entity.

Name:	
Signature:	
Date:	

(9/1/2006)

Appendix B - Evidence of Authority Form - Related Names

ELECTRONIC BANKRUPTCY NOTICING
National Creditor Registration Service - Evidence of Authority Form
Related Names

This form must be completed as an attachment to the Electronic Noticing Agreement for National Creditor Registration participants whenever electronic notices from U.S. Bankruptcy Courts are addressed to a related company, i.e., parent or subsidiary company, of the subscriber company, or individual attorneys of a subscriber law firm, and the notices are to be delivered to a single electronic mail account or fax number.

Please be advised that _____ (subscriber company name/subscriber law firm name) owns, or is a subsidiary of, the following specifically named related companies and /or brand names, or is a law firm subscriber, and that the subscriber is duly authorized to receive, electronic versions of all notices as described in the Electronic Noticing Agreement which are addressed to such related company names or individual attorneys of the subscriber law firm.

This Agreement is provided by the U.S. Bankruptcy Courts and may not be altered or changed in any manner. **Upon completion, subscriber must submit this form to the Bankruptcy Noticing Center.** Any combination of names and addresses submitted below will be used to match against the recipient list for a particular notice and thereby be identified for electronic transmission. The BNC may contact you for an electronic name and address list if 10 or more names and addresses are attached.

Related Names: (If necessary, attach additional names and address)

Related Addresses: (Zip + 4 required)

Under penalty of perjury, I the undersigned affirm I am an authorized officer of the above named subscriber company, corporation or law firm and I am duly authorized to enter into this electronic noticing agreement on behalf of the named subscriber company, corporation or law firm and all related names provided for by this agreement; and I affirm that bankruptcy notices for the related names and addresses provided above should be directed to the named subscriber. I understand I am solely responsible for the accuracy of the name and address information provided and that neither the U.S. Courts nor the Bankruptcy Noticing Center (BNC) will be held responsible for any loss, damage or inconvenience caused as a result of any inaccuracy or error in the provided information. I understand that no legal relationship is created between the entity to receive bankruptcy notices herein and the BNC or the court by this election or submission of this form. **I understand I have a duty to inform the Bankruptcy Noticing Center should the subscriber no longer be the legal recipient of the bankruptcy notices for any of the related names or addresses submitted above.**

By Subscriber (company/law firm name): _____

Name (print): _____ Signature: _____ Date: _____

Title: _____ Phone: _____

(9/2/03)

Appendix C - Evidence of Authority Form - Authorized Agent

ELECTRONIC BANKRUPTCY NOTICING
National Creditor Registration Service - Evidence of Authority Form
Authorized Agent

*This form must be completed as an attachment to the Electronic Noticing Agreement for National Creditor Registration Service participants when electronic notices from U.S. Bankruptcy Courts should be directed to an **Authorized Agent** of another company.*

Please be advised that pursuant to the Federal Rule of Bankruptcy Procedure 2002(g) _____(subscriber) is the authorized agent to receive bankruptcy notices for the following company (the principal) and its subsidiaries.

Upon completion, subscriber must submit this form to the Bankruptcy Noticing Center.

Any combination of names and addresses submitted below will be used to match against the recipient list for a particular notice, and thereby be identified for electronic transmission. The Bankruptcy Noticing Center (BNC) may contact you for an electronic name and address list if 10 or more names and addresses are attached.

Principal company name and any subsidiaries for which bankruptcy notices should be sent to the subscriber/agent: (If necessary, attach additional names)

Addresses: (If necessary, attach additional principal company addresses)

Under penalty of perjury, I the undersigned affirm I am an authorized officer of the principal company/corporation _____(principal company name) and I am duly authorized to enter into this electronic noticing agreement on behalf of the named principal company or corporation and all related company names and addresses provided above; and I affirm that bankruptcy notices for the principal company names and addresses above should be directed to the following subscriber/agent company: _____(subscriber/agent) pursuant to the Electronic Noticing Agreement. I understand that no legal relationship is created between the entity to receive bankruptcy notices herein and the BNC by this election or submission of this form and that neither the BNC nor the court bears any liability for errors resulting from the information submitted herein. **I understand I have a duty to inform the Bankruptcy Noticing Center should the subscriber no longer be authorized to receive my company's bankruptcy notices.**

Principal Company Officer Name (print): _____ Title: _____

Officer Signature: _____ Date: _____

Officer Phone: _____

(9/2/03)

Appendix D - Name and Address Change Form

Fill in the appropriate information, sign it, and fax or mail the signed form and updated list to the Bankruptcy Noticing Center (BNC) at:

Fax: (703) 563-7508

BAE Systems - Attention BNC Dept.
2525 Network Place
Herndon, VA 20171

Also, send a copy of the change form and a hard copy of the updated name and address list to each court with which you have a Noticing Agreement.

ELECTRONIC BANKRUPTCY NOTICING
NAME and ADDRESS CHANGE FORM for
E-MAIL or FAX
NOTICING AGREEMENT
National Creditor Registration Service

Please be advised we _____ wish to modify, with the names and addresses submitted below, all Subscriber Noticing Agreements with the bankruptcy courts. As required by the Agreement, Subscriber is sending these name and address changes to the Bankruptcy Noticing. Subscriber agrees that it is solely responsible for the accuracy of the name and address information provided and that the Bankruptcy Noticing Center will not be held responsible for any loss, damage or inconvenience caused as a result of any inaccuracy or error in the attached information.

If your Fax number has changed enter: Old number here: _____

New number here: _____

If your E-Mail address has changed enter: Old address here: _____

New address here: _____

Names to be added: (If necessary, attach additional names)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Names to be deleted: (If necessary, attach additional names)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Addresses to be added: (If necessary, attach additional addresses)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Addresses to be deleted: (If necessary, attach additional addresses)

_____	_____	_____
_____	_____	_____
_____	_____	_____

Date: _____

Subscriber: _____

Signature: _____

Appendix E - Electronic Name and Address File Formats

If a Noticing Partner has more than 10 names and addresses for the Noticing Agreement (for the initial agreement or for updates), electronic file copies of the names and addresses should be sent to the BNC for entry into the BNC electronic noticing system. Please use the following guidelines when creating the electronic files:

- Please provide two files: (1) a file containing the names and (2) a file containing the addresses. Files should be in ASCII format.
- Name files should be single spaced with one name per line. It is ok to have duplicate names in the file. Do not place blank lines between the names.
- Address files can be in one of two formats: (1) "pipe-delimited" or (2) "one-up." Email the files to ebn@baesystems.com or send the files on diskette or CD. Files should be in Notepad, Word or Excel.

(1) Pipe-delimited format

Provide one address per line with pipe-symbols ('|') separating the address elements. Do not start the line with a pipe symbol. There should be a maximum of 4 address elements per line. Do not place blank lines between. It is ok to have spaces between an address element and a pipe symbol, but not ok to have tabs between an address element and a pipe symbol.

Examples:

Any Company|Post Office Box 78777|Atlanta GA 30362
1040 Any Street|Any Town NY 00501
1220 Any Street North|Suite 606 |Any Town, S.C. 29577
Mdp-44|Room 55|3434 Any Street|Any Town SC 29201

(2) One-up format

Provide up to 4 elements per address with one line per address element and one blank line between addresses. There can be no blank lines within an address.

Examples:

Name of Company
Name of Department
PO BOX 333
Any Town NJ 08646-0046

Department Name
PO Box 333
Anytown NJ 08646

PO Box 333
Anytown NJ 08646-0046

Appendix F - Email Link Option 1 **(single link to one pdf containing multiple notices)**

To: Trading Partner email address
Cc:
Subject: BNC E-mail # 3274 to TP ####

***NOTE: You may view the following bankruptcy notices once without charge. Additional viewings are available through the court's electronic public access service; fees may apply. To avoid incurring charges, download a copy of the documents during this first viewing.

Trading partner name
Trading partner street address
Trading partner city, state, zip

This E-mail contains a link to 5 notices totaling 30 pages.
Your E-mails are serialized; this is number 3274.

Please do not reply to this E-mail; it was generated automatically.

To retrieve the notices, [click here](#).

Case#, Court form code, Originating court, "Title of document filed"

04-00001, b9a, Court office name, "Meeting of Creditors Chapter 7"
Trading partner name
Trading partner street address
Trading partner city, state, zip

04-00002, b9a, Court office name, "Meeting of Creditors Chapter 7"
Trading partner name
Trading partner street address
Trading partner city, state, zip

04-00003, b9i, Court office name, "Meeting of Creditors Chapter 13"
Trading partner name
Trading partner street address
Trading partner city, state, zip

04-00004, b9i, Court office name, "Meeting of Creditors Chapter 13"
Trading partner name
Trading partner street address
Trading partner city, state, zip

04-00005, b9a, Court office name, "Meeting of Creditors Chapter 7"
Trading partner name
Trading partner street address
Trading partner city, state, zip

Appendix G - Email Link Option 2 (single notice link per email)

To: Trading Partner email address

Cc:

Subject: BNC E-mail # 10263 to TP #### "title of document filed"

***NOTE: You may view the following bankruptcy notices once without charge. Additional viewings are available through the court's electronic public access service; fees may apply. To avoid incurring charges, download a copy of the documents during this first viewing.

Trading partner name

Trading partner street address

Trading partner city, state, zip

This E-mail contains a link to 1 notice totaling 2 pages.

Your E-mails are serialized; this is number 10263

Please do not reply to this E-mail; it was generated automatically.

To retrieve the notice, [click here](#).

Case#, Court form code, Originating court, "Title of document filed"

04-55555, B9A, Court office name, "Meeting of Creditors Chapter 7"

Trading partner name

Trading partner street address

Trading partner city, state, zip

Title of document filed in the subject line would include Meeting of Creditors Chapter 7.

Appendix H - Email Link Option 3 (links to multiple notices per email)

To: Trading Partner email address
Cc:
Subject: BNC E-mail # 517 to TP ####

***NOTE: You may view the following bankruptcy notices once without charge. Additional viewings are available through the court's electronic public access service; fees may apply. To avoid incurring charges, download a copy of the documents during this first viewing.

Trading partner name
Trading partner street address
Trading partner city, state, zip

This E-mail contains links to 2 notices totaling 6 pages.
Your E-mails are serialized; this is number 517.

Please do not reply to this E-mail; it was generated automatically.

To retrieve the notices, click on the case number links below.

Case#, Court form code, Originating court, "Title of document filed"

(1) 04-#####, b9a, court office name, "Meeting of Creditors Chapter 7"
Trading partner name
Trading partner street address
Trading partner city, state, zip
To retrieve the notice, [click here](#).

(2) 04-#####, b9i, court office name, "Meeting of Creditors Chapter 13"
Trading partner name
Trading partner street address
Trading partner city, state, zip
To retrieve the notice, [click here](#).