



## UNITED STATES BANKRUPTCY COURT

EASTERN DISTRICT OF MISSOURI  
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### **PUBLIC NOTICE**

Federal Rule of Bankruptcy Procedure 2002(g)(4) has been amended to allow entities and notice providers to agree on the manner and address to which service may be affected. Federal Rule of Bankruptcy Procedure 9001 has been amended to add a definition of “notice provider” as “any entity approved by the Administrative Office of the United States Courts (“AO”) to give notice to creditors under Rule 2002(g)(4).” As a result of these amendments to the Federal Rules of Bankruptcy Procedure, the AO has developed guidelines and an application for approval of third-party notice providers.

All third-party entities (e.g., claims/noticing agents) that enter into separate arrangements with creditors for delivery services comparable to those provided through the Bankruptcy Noticing Center program’s National Creditor Registration Service (“NCRS”) are required to complete the application found at [http://www.uscourts.gov/forms/B\\_320\\_0108.pdf](http://www.uscourts.gov/forms/B_320_0108.pdf). The application serves as an entity’s self-certification that it can comply with the AO’s guidelines for third-party notice providers. The completed application should be submitted directly to the Bankruptcy Court Administration Division for review. A list of approved third-party notice providers will be made available on [www.uscourts.gov](http://www.uscourts.gov).

The NCRS provides options for notice recipients to specify a preferred U.S. mail, e-mail address, or fax number to which bankruptcy notices should be sent. Under Rule 2002(g)(4), the creditor and third-party notice provider can agree upon any method of delivery.

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Dana C. McWay  
Clerk of Court

February 6, 2008