

Check One:
 _____ New Form
 _____ Amended Form

**UNITED STATES BANKRUPTCY COURT
 DISTRICT OF SOUTH CAROLINA
 CASE MANAGEMENT/ELECTRONIC CASE FILING
 REGISTRATION FORM**

This form is used to register for an account on the United States Bankruptcy Court's Electronic Filing System.

Please complete the following required information to register for CM/ECF. (Type or Print)

Last Name: _____ First Name: _____ Middle Initial: _____ Suffix: _____

Company/Firm Name: _____

Mailing Address: _____

City, State & Zip Code: _____ Telephone No: (____) _____ Fax: (____) _____

Are you an Attorney? Yes If YES and admitted to SC District Court, enter District Court ID Number: _____

If YES and order entered granting *pro hac vice* practice, enter applicable Case Number(s): _____

(Reference SC LBR 2090-1 and District Court Local Rule 83.IX.01 – 83.IX.03)

No

Type of Electronic Filer: Attorney Limited Creditor Trustee/UST Auditor Transcriber

PRIMARY E-Mail Address for receipt of notice of electronic filing: _____

ADDITIONAL E-Mail Address(es) to also receive notices¹: _____

Training is required. Check one or more of the following:

_____ I have attended a training session provided by the U.S. Bankruptcy Court, District of South Carolina, on _____.

_____ I have completed the US Bankruptcy Court, District of South Carolina's on-line tutorial on _____.

_____ I have received court approved training² by another District/Court (Specify Court and District) _____.

By submitting this registration form, the undersigned agrees to abide by all Court rules, orders, and policies and procedures governing the use of the electronic filing system. The undersigned requests and consents to notice and service pursuant to the Guidelines for the Filing of Documents. The combination of the Filing User's login, password, and /s/ [Typed Name] or digital signature serves as the signature of the attorney filing the documents for purposes of Fed. R. Bankr. P. 9011. Attorneys must protect the security of their passwords and immediately notify the court if they learn that an unauthorized user has compromised their password. The undersigned certifies that the following has been reviewed in order to electronically file: 1) [Operating Order • Guidelines for the Filing of Documents](#), 2) [Participant's Guides](#), and 3) [Chambers Guidelines and Information](#), which may be found on the Court's web page at www.scb.uscourts.gov.

Any change in address, telephone number, fax number, or e-mail address will require the immediate submission of an amended registration form. Suspension from admission to practice and subsequent reinstatement will require submission of a new registration form in order to file documents electronically.

Choose One

Mail this form to:
 U.S. Bankruptcy Court
 ATTN: Systems ECF Registration
 1100 Laurel Street, Columbia SC
 29201-2423

E-mail this form to:
 ecf_registration@scb.uscourts.gov

Rev. 12/31/2008

 (Signature/Date) *a written signature (not a typed name) must appear on this form

Once your registration is complete, you will receive notification by e-mail as to your login and password needed to access the system.

Court Use Only:

Login Assigned: _____ Prid: _____

Password Assigned: _____

¹Pursuant to the Guidelines for the Filing of Documents, Participants have a duty to maintain current e-mail accounts. The Clerk may delete an account that results in returned electronic mail. To set account preferences, utilize "Maintain User Account" located under the Utilities option on the CM/ECF Main Menu Bar.

² By submitting this registration form and indicating that I have satisfied the training requirement by having received training in another District/Court, I certify that I am fully capable of filing electronically in this Court and have reviewed, in addition to the documents set forth below, Fed. R. Bankr. P. 9037 regarding redaction of privacy information. I bear the risk of any filing errors that may occur as a result of my electing not to complete a training session with this Court and accept any consequences that may arise therefrom, including the inability to file a particular document, the possible striking of a document, or other adverse relief.