

**CHANGE IN RETURNED MAIL PROCEDURES** - Currently, First Meeting Notices and Discharge Orders that cannot be delivered by the U.S. Postal Service are returned to the debtor's attorney or debtor.

Beginning November 7, 2005, all undeliverable notices issued by the court will be returned to the court. The court will review all undeliverable mail and record all undeliverable addresses. Every week, a summary of undeliverable addresses will be prepared for each case and placed on the docket sheet.

All CM/ECF participants (e-filers) will receive a Notice of Electronic Filing (NEF) regarding the weekly docketing of returned email for cases they are involved in.

Electronic filers should be aware that the NEF regarding each weekly batch of returned mail will be notification to counsel that creditors and/or parties are not receiving notices due to undeliverable addresses. It will be the responsibility of the e-filers to correct the undeliverable addresses in their respective cases.

Since e-filers will only be notified of undeliverable postal mail via a CM/ECF NEF, it is imperative that e-filers maintain their email accounts properly and notify the court immediately upon any change in their email accounts. The court does not and will not notify e-filers of non-receipt of NEF's.

Since conventional filers do not receive NEF's, it will be their responsibility to monitor their cases through PACER manually by reviewing the docket sheet and checking for the weekly undeliverable mail docket entry.

The court will forward returned mail to pro se debtors only.