



DeBN Requirements

Requirements of DeBN include:

- 1. Reliable Internet Access**
- 2. Email Account**

Please be aware that the email address you use for your DeBN account will become part of the official court record. A DeBN account will not be created if the clerk's office determines that the debtor's email address is inappropriate or offensive.

The Bankruptcy Noticing Center ("BNC") will send to you confirmation emails and court notices using these addresses:

bncedi@noticingcenter.com

startn@noticingcenter.com

bncrtn@noticingcenter.com

Please add these email addresses to your contacts/safe-sender list to ensure delivery of court notices/orders to your e-mail inbox.

Note: Please do not reply or send emails to the above email addresses. Those email accounts are used for the sole purpose of sending emails and the inboxes are not monitored. Please contact the Clerk's Office if you have any questions about DeBN program.

- 3. Adobe Reader**

Court-generated notices and orders will be sent as PDF documents. You should use the latest version of Adobe Acrobat Reader software for viewing these PDF documents. If you do not have this software, you can download it free of charge [here](#).

If you are using a mobile device, please visit your mobile devices app store for a free download of Adobe Acrobat Reader.

4. Debtor's Electronic Noticing Request Form

Debtors requesting email delivery of court-generated notices and orders through DeBN must complete and file a [Debtor's Electronic Noticing Request \(DeBN\)](#) form with the court where the debtor's bankruptcy case is filed. You can file a DeBN request form in one of three ways: (1) through your attorney electronically; (2) through the U.S. mail; or (3) by bringing the completed form to the court clerk's office in the division location where the debtor's bankruptcy case is filed.