

**UNITED STATES BANKRUPTCY COURT
EASTERN DISTRICT OF VIRGINIA**

PUBLIC NOTICE

**BANKRUPTCY NOTICING CENTER
OPERATIONAL IMPROVEMENTS**

Under the new national Bankruptcy Noticing Center (BNC) contract entered into between the BNC contractor and the Administrative Office of the United States Courts, which took effect on October 1, 2008, two significant BNC program operational improvements will be introduced in February 2009 and a third significant feature is currently available, as follows:

1. Eliminating the Mailing of Duplicate Notices to Joint Debtors at the same Address

Starting **February 23, 2009**, a new BNC feature will eliminate the mailing of duplicate notices to joint debtors at the same address by sending a single copy of each notice in a jointly addressed envelope. Currently, in joint cases, which account for approximately 30 percent of cases nationally, the judiciary incurs the cost of two notices, two envelopes, and two postage fees for identical notices going to the same address. Sending a jointly addressed notice to joint debtors at the same address is an efficient administrative solution anticipated to provide savings of over one-half million dollars a year. Additionally, this feature provides better services to joint debtors at the same address by reducing the number of duplicate notices they must handle.

The envelope/wrapper will include both names of the joint debtors, and the certificate of notice will include a single entry indicating that both joint debtors received notice via first class mail.

In conjunction with this new feature, Director's Procedural Form B201, "Notice to Consumer Debtor(s) under § 342(b) of the Bankruptcy Code," was amended, effective December 1, 2008. (Form B201 http://www.uscourts.gov/rules/BK_Forms_08_Official/Form_201_110708.pdf.)

The amended Form B201 advises a debtor to update the court with any changes in the debtor's address, pursuant to Rule 4002, Federal Rules of Bankruptcy Procedure. Moreover, it states that joint debtors at the same address will generally receive a single copy of each notice mailed from the bankruptcy court in a jointly addressed envelope, unless a joint debtor files a statement with the court requesting that each spouse receive a separate copy of all notices.

2. Support for Landscape Formatted Documents

Starting **February 3, 2009**, the BNC will commence supporting print and electronic mailing of documents created by court filers in landscape format or in combination of portrait and landscape. Previously, the BNC contractor rejected all notices formatted in landscape mode based on the prior contract requirements then in effect.

3. Encryption of Notices Sent via E-Mail PDF Attachment

The BNC offers Electronic Bankruptcy Noticing (EBN) recipients four noticing options: (1) Electronic Data Interchange (EDI); (2) E-mail Link; (3) E-mail PDF Attachment; and

(4) Facsimile. As an added feature under the new contract, the BNC contractor is encrypting notices sent via the E-mail PDF Attachment Service. This feature is intended to make sensitive information contained in the notices more secure. When a PDF is opened, Acrobat Reader will prompt the EBN recipient for a decryption password. Each EBN recipient was instructed to create a password by January 5, 2009, to maintain E-mail Attachment service. Absent the timely creation of such a password, the EBN recipient was switched to E-Mail Link service. Access <http://www.ebnuscourts.com/> to learn more about EBN and E-mail Link service.

E-mail Link has several advantages over E-mail PDF Attachment. First, due to built-in security features, the E-mail Link service does not require an EBN recipient to use a password to view a file. Second, E-mail Link also ensures that the size of each e-mail is small, and its use avoids the cluttering of e-mail inboxes. Third, E-mail link does not require an EBN recipient's e-mail service to send an automatic return receipt response to the BNC.

Date: January 14, 2009

William C. Redden
Clerk of Court