

For Court Use Only.

May substitute ENTERED stamp.

Date received_____

Login/username_____

Password_____

Initial_____

Date login assigned_____

**UNITED STATES BANKRUPTCY COURT
MIDDLE DISTRICT OF NORTH CAROLINA**

Case Management / Electronic Case Filing

Filer Registration Form

(Request for Waiver of Training)

This form shall be used by attorneys who have received electronic filer training in another U.S. Bankruptcy or U.S. District Court to register for filing privileges to electronically file documents using the Case Management / Electronic Case Filing (CM/ECF) system in the U.S. Bankruptcy Court for the Middle District of North Carolina. The following information is required for registration:

Name (First, Middle, Last): _____

Attorney Bar #: _____ State: _____

Firm Name: _____

Firm Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: _____ Extension _____

Fax Number: _____

Email address where electronic notices should be sent: _____

Email address where you can be contacted regarding this registration request: _____

I, the undersigned attorney, certify under penalty of perjury that I understand and agree to adhere to the following:

1. **I am admitted to practice law before the United States Bankruptcy Court for the Middle District of North Carolina.**
2. I shall maintain the accuracy of my account (e.g., mailing address, telephone number, fax number, e-mail address), and immediately notify the Bankruptcy Court of any changes in the information on this registration form.

3. Pursuant to Federal Bankruptcy Rule 9011 and Local Bankruptcy Rule 5005-4(8), every pleading, motion, and other paper (except lists, schedules, statements, and amendments thereto) shall be signed by at least one attorney of record or, if the party is not represented by an attorney, all papers shall be signed by the party. I understand that use of my login and password constitutes my signature on an electronically filed document for all purposes, including those under F.R.B.P. 9011 and 28 U.S.C. § 1746, and shall have the same force and effect as if I had affixed my signature on a paper document being filed. Signatures will be indicated by “s/” and the typed name of the person signing in the following format: “s/ Jane Smith” on the signature line.
4. I shall protect and secure the login and password issued by the court, and I shall be solely responsible to the court regarding each record entered into the CM/ECF system using my login and password. The login and password will be used only by me and by employees to whom I give authorization. Authorized employees shall review the terms of the filer registration form. If there is reason to suspect the password has been compromised in any way, it is my duty to change my password and immediately notify the court. This should include the resignation or reassignment of any persons authorized to use the login and password.
5. I may notify the court to terminate my status as a registered electronic filer at any time. If I cease to be an employee, agent, or partner of the firm or entity listed above, I will promptly notify the court.
6. I understand that electronically filed documents requiring original signatures from any person other than me, including employees to whom I have given permission to use my password, must be maintained by me in paper form, bearing the original signatures, for four (4) years after closing of the case or proceeding in which the documents were filed. Upon the court's request, I must provide the original signed documents for review.
7. I agree to adhere to and abide by the most recent Local Rules and General Orders of the U.S. Bankruptcy Court for the Middle District of North Carolina, and all technical and procedural requirements of the Court.
8. I have read and will follow the *Administrative Guide to CM/ECF* promulgated by the U.S. Bankruptcy Court for the Middle District of North Carolina.
9. I expressly consent to receive notices and service of pleadings and other papers by electronic means from the court and other filing users in all cases in lieu of conventional service of documents as provided in the Local Bankruptcy Rules.
10. I will be responsible for the prompt payment of all filing fees for any document I file using the court's CM/ECF system.
11. I understand that my electronic filer account is intended for filing documents electronically with the court using CM/ECF. In order to view and retrieve electronic docket sheets and documents available on CM/ECF, I will be required to log in using a PACER account. [Note: A PACER login and password may be obtained from the PACER Service Center. Registration for a PACER account is available online at <http://pacer.psc.uscourts.gov>. For assistance, call 1-800-676-6856.]

12. I represent to the court that I have completed electronic filer training provided by and/or currently am registered to electronically file with the United States _____ for the _____.
13. At any time without advance notice, the court may, *sua sponte*, terminate my account for any reason and require future documents to be filed conventionally or in any other format specified by the court.

If you currently have a login for the **Bankruptcy Court** for the **Eastern or Western Districts of North Carolina**, please indicate your current login in the spaces below:

Eastern District of NC current login:

Western District of NC current login:

Signature of Applicant

Date

Please return this form to: U.S. Bankruptcy Court
Middle District of North Carolina
ATTN: CM/ECF Registrations
P.O. Box 26100
Greensboro, NC 27402-6100

Your login and password will be emailed to the email address supplied above as a test of the CM/ECF email notification system.

