

UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF MISSISSIPPI

PROCEDURAL ADVICE TO AN ATTORNEY AS TO HOW TO
CHANGE YOUR MAILING ADDRESS IN BANKRUPTCY CASES

Please observe the following procedures when requesting that the Clerk's office change your mailing address:

Please address a letter to the Clerk of the U.S. Bankruptcy Court, clearly and accurately specifying the mailing address to which you request that all noticing and other mailings from this office be mailed to you. If you are participating in more than one case, let your letter be clear that the new mailing address should apply to each and every case in which you are counsel of record.

PLEASE BE ADVISED THAT OUR POLICY PROHIBITS THE CHANGING OF ANY MAILING ADDRESSES ON THE BASIS OF TELEPHONIC COMMUNICATIONS. FURTHERMORE, YOUR INCLUSION OF A DIFFERENT MAILING ADDRESS ON A PLEADING, PETITION OR SCHEDULE CANNOT EFFECTUATE A CHANGE OF YOUR MAILING ADDRESS IN BANKRUPTCY CASES. PLEASE ADHERE TO THE METHOD OUTLINED HEREINABOVE WHEN YOU WISH TO CHANGE YOUR MAILING ADDRESS.

JOSEPH E. WROTEN, CLERK

By: _____
Deputy Clerk
P.O. Drawer 867
Aberdeen, MS 39730-0867
Telephone: 662/369-2596

DATE OF ISSUANCE: _____