

Email Notification for Debtors

United States Bankruptcy Court
Southern District of Mississippi

DECEMBER 9, 2015

WHAT IS EMAIL NOTIFICATION?

Is a **FREE** service that allows debtors to request delivery of court orders and notices by email rather than by U.S. mail.

HOW DOES IT WORK?

- Debtor signs and files a Request for Email Notification (*Local Form MSSB-9036*).
- The court registers the debtor for an account.
- The debtor receives a confirmation email, and the **debtor activates the account** by clicking on a link in the confirmation email.

Once an account is activated, all future court orders and notices are sent via email to the debtor as a PDF attachment. A separate email is sent for each court order or notice.

Large PDF attachments (exceeding 8 MB) will be sent by U.S. mail to the debtor's mailing address.

There is no cost to view, print, or save the PDF attachment.

WHO CAN SEND EMAILS TO THE DEBTOR?

Only the court can send emails to a debtor. All other parties, including creditors and trustees, must continue to serve documents upon the debtor according to court rules, i.e. by U.S. Mail, overnight mail, or personal delivery.

HOW LONG AM I ENROLLED

Once your account is activated, the account remains active, until:

- The account is disabled because of an email delivery failure "bounce-back".
- Debtor request for court deactivation of the account.
- Debtor does not update mailing address with the Court, and the address no longer matches the mailing address on the email account.

As long as the account is active, all court orders and notices will be sent to the debtor's email address. This includes other cases in which the debtor is a party.

Advantages

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FREE – *No charge*

FAST– *Receive court orders and notices the same day as filed.*

CONVENIENT – *Read orders and notices anywhere with internet access.*

EASY Registration – *Just file a request for email notification using Local Form MSSB-9036 and click on the link in the confirmation email.*

GO Green – *Less paper.*

For Additional Information visit the Court's website: www.mssb.uscourts.gov or
Call the Clerk's Office: Jackson 601-608-4600 Gulfport 228-563-1790