

WHAT HAPPENS WHEN MY CASE ENDS?

Unless you deactivate your DeBN account, the BNC will email notices to you if your name and address is listed as a creditor or other party entitled to notice in any other bankruptcy case or proceeding.

HOW DO I STOP EMAIL NOTICES?

Cancel a DeBN account by completing the "Request to Deactivate Electronic Noticing" section of the DeBN request form and filing it with the court. **IMPORTANT:** the DeBN account will be deactivated automatically if there is an email transmission failure ("bounce-back"). Upon deactivation, the BNC will send court notices on paper through the U.S. mail.

STILL HAVE QUESTIONS?

Contact the Clerk's Office Help Desk

helpdesk@hib.uscourts.gov

(808) 523-7373



**U.S. BANKRUPTCY COURT
DISTRICT OF HAWAII
1132 BISHOP STREET, SUITE 250
HONOLULU, HI 96813**

DeBN

Fast

Receive notices the same day they are filed by the court.

Convenient

View notices anywhere you have access to email.

Green

Help the environment.

Less Clutter

No paperwork to lose or keep track of.

Free!



DeBN

Debtor **e**lectronic **B**ankruptcy **N**oticing

Email Delivery of Notices and Orders

- **Convenient**
- **Fast**
- **Environment Friendly**
- **FREE**



**UNITED STATES BANKRUPTCY COURT
DISTRICT OF HAWAII**

WHAT IS DeBN?

Debtor electronic Bankruptcy Noticing (DeBN) is a **VOLUNTARY** program whereby a debtor may request to receive court notices by email instead of paper notices sent via U.S. mail. And it's **FREE** – there are no charges to view, save, or print PDF images of notices sent by email.

WHO EMAILS THE NOTICES?

The Bankruptcy Noticing Center (BNC) is a contractor used by bankruptcy courts nationwide to transmit court-issued notices, orders, and other documents.

IS DeBN SOMETHING NEW?

For debtors - Yes. Previously, only creditors could request notices by email. The BNC now offers the same service to debtors who wish to receive bankruptcy notices faster and more conveniently.

WHAT TYPES OF NOTICES ARE EMAILED?

The BNC sends various notices issued by the court regarding hearings, deadlines, various filing requirements, and entries of orders. However, the BNC does not email documents filed by parties other than the court.

IS THIS THE SAME CM/ECF EMAILS?

No. Attorneys who are registered to file documents electronically in the court's CM/ECF system are emailed a link to the judiciary's PACER system where a PDF image of the document may be viewed. The email does not contain the image of the document itself. In contrast, DeBN actually sends a PDF image in the email (but not every document - only those processed by the BNC).

HOW DO I SIGN UP?

A "Debtor's Electronic Noticing Request (DeBN)" form may be obtained at www.hib.uscourts.gov/debn.htm and from the Clerk's Office. Each debtor (both husband and wife in a joint case) must complete and sign the form and submit it to the Clerk's Office by mail or in person. If you have an attorney, he or she may be able to electronically file your DeBN request form.

HOW DO I KNOW MY ACCOUNT IS ACTIVATED?

Once the court processes the DeBN request, the BNC will send you an email confirming the activation.

WHAT ABOUT LENGTHY DOCUMENTS?

If a PDF exceeds 8 MB, it is too large to send by email – these documents will be sent by U.S. mail to the debtor's mailing address. The account remains active for other notices less than 8 MB.

WHAT ABOUT MULTIPLE DOCUMENTS?

DeBN sends each document as a single PDF email attachment. A separate email is sent for each notice or document.

WILL ALL DOCUMENTS BE EMAILED?

No. Only notices and certain other documents issued by the court will be emailed by the BNC. Trustees, creditors, and other parties may not use DeBN to serve documents by email.

CAN I RECEIVE NOTICES AT MORE THAN ONE EMAIL ADDRESS ?

No. Only one email address per person is allowed. (However, the same email address may be used by a husband and wife in a joint case.)

CAN I CHANGE MY EMAIL ADDRESS?

Change an email address by using the "Update to Account Information" section of the DeBN request form.

For more information and to obtain a DeBN Request Form, visit the court's website at www.hib.uscourts/debn.htm.